



Town of Arlington Board of Selectmen

Meeting Agenda

March 7, 2016

7:15 PM

Selectmen's Chambers, 2nd Floor, Town Hall

1. Friends of Arlington Council on Aging
 - Ken Greenly, President, Friends of Arlington Council on Aging, Inc.
 - a) Accomplishments for 2015
 - b) For Approval: 7th Annual Friends of Arlington Council on Aging 'Running with Friends 5K' Race, Sunday, 9/11/2016

CONSENT AGENDA

2. Minutes of Meetings: February 10, 2016
3. Request: Patriots' Day Committee Events 4/17/16
 - Event Permits Requested for 4/17/16:
 - a) 52nd Annual Patriots' Day Fun Run at 8:45 a.m. along Mass. Ave.
 - b) Menotomy Reenactment at 12/Noon at the Jason Russell House
 - c) Patriots' Day Parade at 2:00 p.m.
4. Request: One Day All Alcohol License, 3/19/16, Lesley Ellis School Auction for Financial Assistance @ 34 Winter Street
 - Jeanette Keller, Auxiliary Program Director
5. Request: One Day Beer & Wine License, 3/25/16 @ Robbins Memorial Town Hall Auditorium for a private party
 - Dhruba Ghimire
6. Request: One Day Beer & Wine License, 4/8/16 @ Robbins Memorial Town Hall Auditorium for Dallin School Spring Auction
 - Jen Hayes, Dallin School PTO Fundraising Committee
7. Request: One Day All Alcohol License, 5/14/16 @ Fidelity House, 25 Medford Street for Annual Fundraiser
 - Ed Woods, Executive Director, Fidelity House
 - Frank Tessitore, President, Friends of Fidelity House
8. Request: Contractor/Drainlayer License
 - Burgess & Sons, 24 Hollis Road, Lynn, MA
9. Request: Contractor/Drainlayer License
 - M.T. Mayo Corporation, 27 Bear Hill Road, Stoneham, MA
10. Appointments of New Election Workers: (1) Cheryl Behan, 161 Wachusett Avenue, U, Pct. 19; (2) Frances Cantelli, 67 Stowecroft Road, U, Pct. 19; (3) Elizabeth Crosby, 97 Egerton Road, D,

Pct. 4; (4) Rose Eromin, 16 Cheswick Road, R, Pct. 6; (5) Karlyne Hutchings, 108 Melrose Street, U, Pct. 4; (6) Ashley Maher, 64 Maynard Street, D, Pct. 21; (7) Helene Martel, 7 Osborne Road, U, Pct. 4; (8) Jocelyn Moore, 58 Freemont Street, U, Pct. 16; (9) Sara Pinkman, 54 Medford Street, U, Pct. 10; (10) Mary E. Tierney, 4 Winslow Street, U, Pct. 10; (11) Kim Urquhart, 2 Court Street Place, U, Pct. 8; (12) Ann Walter, 10 Beverly Road, U, Pct. 8

PUBLIC HEARINGS

11. 7:15 p.m. Blueberry Hill Lane
 - a) Request: Repair to Private Way
 - b) Betterment Order
12. 7:15 p.m. Pamela Drive
 - a) Request: Repair to Private Way
 - b) Betterment Order

APPOINTMENTS

13. Open Space Committee
 - Kelsey Cowen
 - Gwendolyn Richter
 - (terms to expire 6/30/2019)
14. Arlington Cultural Council
 - Brigitte Buhler-Probst
 - (term to expire 2/28/2019)

LICENSES & PERMITS

15. Vote: License Cancellations - Common Victualler and Wine & Malt
 - 202 Massachusetts Avenue d/b/a Commella's
 - Douglas Heim, Town Counsel
16. Request: Common Victualler License
 - Capri Pizza, 1323 Massachusetts Avenue, Miltos Athanasopoulos

TRAFFIC RULES & ORDERS / OTHER BUSINESS

17. Vote: Minuteman Building Project Assessment Task Force
 - Daniel J. Dunn, Selectman

WARRANT ARTICLE HEARINGS

Articles for Review:

Article 23: Bylaw Amendment/Electronic Distribution of Notices and Materials

Article 29: Removal of Easement Restriction

Article 60: Resolution/Return of Precinct 17 to Highland Fire Station

FINAL VOTES & COMMENTS

Articles for Review:

Article 18: Bylaw Amendment/Expanding Equal Protection

Article 19: Bylaw Amendment/Arlington Human Rights Commission Executive Director

Article 20: Bylaw Amendment/Arlington Human Rights Commission Chairpersons

Article 21: Bylaw Amendment/Arlington Commission on Arts and Culture Membership

Article 24: Bylaw Amendment/Camping on Public Property

Article 25: Bylaw/Demolition by Neglect of Historic Buildings

Article 26: Vote/E-Mail Accounts for Members of Public Bodies

Article 27: Vote/Lobbying by Public Officials
Article 28: Vote/Authorizing Community Choice Aggregation

CORRESPONDENCE RECEIVED

Heavy Commercial Vehicle Exclusion Not Warranted
Paul Stedman, District Highway Director, MassDOT

NEW BUSINESS

EXECUTIVE SESSION

Next Scheduled Meeting of BoS March 21, 2016



Town of Arlington, Massachusetts

Friends of Arlington Council on Aging

Summary:

Ken Greenly, President, Friends of Arlington Council on Aging, Inc.

a) Accomplishments for 2015

b) For Approval: 7th Annual Friends of Arlington Council on Aging 'Running with Friends 5K' Race, Sunday, 9/11/2016

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	COA_request.docx	Request Letter from Friends of Arlington Council on Aging
▢ Reference Material	COA_Race_Course.docx	COA Race Course
▢ Reference Material	COA_Registration_Form.docx	COA Registration Form

February 22, 2016

To the Arlington Board of Selectmen
Town Hall, Massachusetts Avenue
Arlington, Massachusetts 02476

Request for Approval for Our 7th Annual 5K Race; and Notification of Our Support for the Arlington Council on Aging and Senior Citizens.

Dear Board of Selectmen:

The Friends of the Arlington COA (the Friends) requests the Town of Arlington's permission and support for our intergenerational *Running with Friends 5K* race. We plan to hold the race on **Sunday, September 11, 2016**; with an official start time at 10:00 AM. We expect award ceremonies and festivities to end no later than 1:00 PM.

Our Annual 5K race has become a fun and very popular fundraising event; and we work hard at improving it every year. The race course is now USATF-certified; thus, it attracts runners from many cities and towns throughout Massachusetts, as well as from other states.

The Friends, once again, would like to organize this event to help raise community-wide awareness in support of the programs offered by the Arlington Council on Aging for the benefit of the Town's senior citizens. In the past, we have been very fortunate to have the participation of our local businesses in helping to sponsor our race. It is these businesses whose assistance is so important with both in-kind and direct financial sponsorship, along with their volunteer participation. The race serves as a major community outreach that brings together all ages of Arlington and helps to support senior programs at the Council on Aging; and, as such, is truly a community-wide effort. Therefore, we would appreciate the approval and support of Arlington's Board of Selectmen in this important fundraising event.

The Friends recently announced their 2015 Grant Approval for Senior Programs in the amount of \$14,600 for the upcoming 2016 senior programs calendar. COA Director Susan Carp designs and implements a variety of plans to help keep our elders safe, healthy, and vibrant. For example, the Friends' donation for this year includes funds for:

- Transportation for senior health and medical needs and events.
- Evidence-based Health and Wellness outreach programs, which Geriatric Nurse Mark Waksmonski and Social Services' Lourie August and Marci Shapiro-Ide implement. In 2016, there will be a program for Diabetes Self-Management, Healthy Eating for Successful Aging, and a series of additional sessions for Seniors Living Independently.
- In addition, popular socialization and informal programs/events—such as luncheons and the popular "Walk the Rink" program—are being helped by the Friends' donations.
- The Friends' Emergency Assistance Fund has been replenished; and a small fund for after- hours medical trips is provided to help keep our mature citizens living well and at home.

In addition, the Friends organize a Holiday Stockings for Seniors fundraiser, in celebration of the holidays. The Friends' Holiday Stocking program receives a variety of donations directly from Arlington residents—as well as decorated stockings and greeting cards from the kids at Dallin, Brackett, Bishop and St. Agnes schools—that help to provide cheer to seniors during the holidays. Whole Foods Arlington and BrightView Assisted Living provide significant contributions to the event. BrightView has graciously hosted our Holiday Stocking celebration party at their facilities, open to the public for viewing the decorated stockings. Last year, the donations filled over 70 stockings, which were then delivered to Arlington senior citizens in need by volunteers and the Arlington Police Department.

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5K RACE OVERVIEW

The race start and route: The race route will be the same as that of prior years. A copy of the route is attached, and the Arlington police are familiar with the route. It is a 5K race that we would like to start in front of Town Hall, and end at the Senior Center on 27 Maple Street. The race itself would start at 10 AM; and registration on the day of the race would start at about 9 AM.

The race flows initially along Massachusetts Avenue and then cuts over to side streets, paralleling the bike path. The return leg of the race is largely along the bike path. The police have approved and participated with details in years past. As in previous years, we expect to employ appropriate police detail support on the day of the race, along with numerous volunteer race spotters and helpers.

Awards location and community participation: We have not made a final determination; however, we are looking at the Town Hall for this year, or the adjacent Robbins Park. We intend to have entertainment at the start of the race and hold the awards, celebration, and entertainment at the finish line. We have reached out to Ms. Kraemer, the Town Event Planner, about using these sites upon approval by the Selectmen. The Council on Aging, Arlington Senior Association, and other senior-supporting organizations will be invited to provide information and participate in the event.

We have been getting great support from volunteers and public servants across the community, especially from the Arlington Police Department and the Town Manager's Office. We will approach Town organizations and community businesses to gain their participation this year. We have had support from Town groups such as the Arlington High Track teams, Student Council, Arlington Fire Auxiliary, Public Works Department, as well as Armstrong Ambulance; and we will approach them, again, in the hope of gaining their support this year. Their volunteer efforts help make this work!

Following your approval of the 5K race, we will place all details of this year's event on our website, www.FriendsArlingtonCOA.org, in addition to local publications and media.

Race Organization will be similar to the prior years:

- North Shore Timing Co. will officially time the race and help with organization on the day of the event.
- We request that the police department **be copied** on this document regarding the route and supporting police details (Note: the 5K race route has not changed).
- We will be in contact with the Arlington Board of Health regarding suggested support on the day of the event.
- There are many other organizations that have provided their support in the past. After approval of the 5K race from the Board of Selectmen, we will reach out to these organizations once again.
- We intend to use the same event insurance as we did last year.

We will publish race information and our website in local media and running websites. Race information will also be published in "Senior Notes" and will be available at the Council on Aging. Additionally, we will link our website to others that wish to promote our race.

Sincerely,

Ken S Greenly - President
Friends of the Arlington Council on Aging, Inc.

Board of Directors: Ken Greenly, Robert McInnes, Lois Shannon, Vicky Giannakas, Tyler Buck.

We are an IRC 501 (c)(3), all-volunteer public charity, dedicated to helping Arlington's senior citizens. E-mail: FriendsArlingtonCOA@yahoo.com. Website: www.FriendsArlingtonCOA.org

7th Annual Running with Friends 5K

Sunday, September 11, 2016 at 10 AM

Benefits the Arlington Council on Aging

Learn more and register online at: www.FriendsArlingtonCOA.org

"USATF CERTIFIED"

*Post-race awards, prizes for runners and celebration!
Door Prizes, Kids Table, Pizza, Music, and More!*

Free T-shirt for first 300 entrants!

Electronic Bib-Tag Timed

******* Is a fairly flat, fast course *******

Race capped at 500, and held rain or shine

Age divisions from youth to senior citizen

Join us for celebration and festivities!

Race course and directions to follow.

Starting from Town Hall on Massachusetts Ave

1 Head east on Massachusetts Ave toward Court St

2 Turn right at Orvis Rd

3 Turn left at Brooks Ave

4 Turn left at Varnum

5 Turn right at Herbert Rd

6 To Magnolia Park across from Magnolia St

Destination is the Magnolia Park on the right

Return is along the Bike Path - Enter Bike Path from the Park.

7 Follow Bike Path to Pond Lane cut off.

8 Head Northwest on Pond Lane toward Pond Terrace

9 Take the 2nd right onto Lombard Terrace

10 Take the 1st left onto Lombard Road

11 Turn left at Pleasant Street

12 Take the 1st right onto Maple Street

Arrive at Maple Street Finish





Sponsored by the Friends of the ACOA to Benefit the Council on Aging



REGISTRATION FORM

Race Date: Sunday, September 11, 2016 - rain or shine. Registration opens at 9 AM.

Location and Start Time: Arlington Town Hall, 730 Massachusetts Avenue, at 10 AM.

Race Fee: \$25; after 9/04/16 - \$30. First 300 entrants get event T-shirt. Race capped at 500.

"USATF CERTIFIED"

REGISTRATION: At www.FriendsArlingtonCOA.org or Active.com; OR send to Friends of the Arlington Council on Aging, Inc., 27 Maple Street, Arlington MA 02476...checks payable to: Friends of the Arlington Council on Aging.

Post-race awards, prizes, music, pizza, door prizes, and more! Day-of-race registration and package pick-up at Town Hall begins at 9:00 AM. Prizes awarded for age categories and overall female and male winners. Complete this form (please print clearly), and return to Friends of the Arlington Council on Aging.

Name: _____ **Telephone:** _____

Address: _____ **City:** _____

State: _____ **Zip:** _____ **E-mail:** _____

T-shirt Size (circle one): **S M L XL XXL** **Age:** ____ **Division** (circle one): **M F**

Team Name: _____

Waiver: I hereby for myself, my heirs, executors and administrators waive any and all rights and claims for damages I have against the race directors, organizers, the Friends of the Arlington Council on Aging, Inc., the Town of Arlington MA, volunteers and all sponsors for any and all injuries by my registration in this event. I also grant permission for the use of my name and or picture in any broadcast, photograph or other account of this race. I understand that bicycles, skateboards, roller skates or blades and animals are not allowed in the race and I abide by this guideline. All participants must sign Waiver (**have Parent/Guardian sign if under [age18]**). I, as the parent/legal guardian, state that my child is in good physical health to participate in a road race. I understand and take full risk on behalf of myself and said minor. Race management reserves the right to cancel all or part of the race for weather- related or other safety reasons. If the race is cancelled, every effort will be made to make up the race. Race fees are non- refundable.

Signature: _____ **Date:** _____

Event Organized by the Friends of the Arlington Council on Aging, Inc. We are a 501(c)(3) all-volunteer public charity, dedicated to helping Arlington's senior citizens by supporting the Council on Aging, and those assisting and providing services to senior residents of Arlington, by raising funds and helping to make the community aware of their efforts.

Course Map and more details on back!



Town of Arlington, Massachusetts

Minutes of Meetings: February 10, 2016

ATTACHMENTS:

Type	File Name	Description
▣ Reference Material	2.10.16_draft_minutes.docx	Draft Minutes 2.10.16

TOWN OF ARLINGTON
BOARD OF SELECTMEN

Meeting Minutes
Wednesday, February 10, 2016
7:15 PM

Present: Mr. Greeley, Chair, Mrs. Mahon, Vice Chair, Mr. Dunn, Mr. Byrne and Mr. Curro, Jr.
Also Present: Mr. Chapdelaine, Mr. Heim and Mrs. Krepelka

1. **EXECUTIVE SESSION**

Contract Negotiations with Nonunion Personnel, Town Manager
Vote: Town Manager's Contract

Mrs. Mahon moved that the Board convene in Executive Session to discuss matters related to contract negotiations for non-union personnel pursuant to the provisions of M.G.L. C39 and further the Board will reconvene in Open Session for the conduct of additional business.

Mrs. Krepelka took the roll call on the motion:

Mr. Dunn: yes

Mr. Curro: yes

Mr. Greeley: yes

Mrs. Mahon: yes

Mr. Byrne: yes

At 7:30 p.m. Mr. Greeley moved to adjourn executive session.

Mrs. Krepelka took the roll call on the motion:

Mr. Dunn: yes

Mr. Curro: yes

Mr. Greeley: yes

Mrs. Mahon: yes

Mr. Byrne: yes

The Board reconvened in open session at 7:35 p.m.

Chairman Greeley announced that the Board proposed a new contract for Town Manager Chapdelaine increasing this pay and benefits in an effort to retain Mr. Chapdelaine after he was offered a job as Town Manager in another area. The new contract is for three years February 11, 2016 - February 11, 2019. Mr. Greeley also stated that the Town will be creating an additional position under the Town Manager in order to lessen Mr. Chapdelaine's work load. Mr. Chapdelaine thanked the Board for listening to all his concerns. He stated he feels extremely humbled, gratified and valued based on the contract that was given to him. He feels very lucky to be in Arlington.

Mrs. Mahon moved approval of the new contract.

SO VOTED (5-0)

FOR APPROVAL

2. Vote: To Approve And Execute \$1,000,000 M.W.R.A. Loan And Grant For Phase 9 & Phase 10 I/I Local Financial Assistance Program; Project No. WRA-P9-01-3-937
Stephen J. Gilligan, Treasurer

The following votes were unanimously passed, all of which appear upon the official record of the board in my custody:

Voted: that the sale of the \$250,000 Sewer Bond of the Town dated February 22, 2016, to the Massachusetts Water Resources Authority (the “Authority”), as recommended by the Town Treasurer, is hereby approved and the Town Treasurer or other appropriate Town official is authorized to execute on behalf of the Town a Loan Agreement and a Financial Assistance Agreement with the Authority with respect to the bond. The bond shall be payable without interest on February 15 of the years and in the principal amounts as follows:

<u>Year</u>	<u>Installment</u>	<u>Year</u>	<u>Installment</u>
2017	\$25,000	2022	\$25,000
2018	25,000	2023	25,000
2019	25,000	2024	25,000
2020	25,000	2025	25,000
2021	25,000	2026	25,000

Further Voted: that each member of the Board of Selectmen, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing vote.

I further certify that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located or, if applicable, in accordance with an alternative method of notice prescribed or approved by

the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the sale of the bond were taken in executive session, all in accordance with G.L. c.30A, §18-25 as amended.

Mrs. Mahon moved approval.

SO VOTED (5-0)

CONSENT AGENDA

3. Minutes of Meetings: January 25, 2016

4. Reappointments: Arlington Bicycle Advisory Committee
Philip Goff
Jack Johnson
Christopher Tonkin
(terms to expire 1/31/2019)

5. Request: One Day Beer & Wine License, 3/5/16, for 'Beats for EATS' Fundraiser @
Robbins Memorial Town Hall Auditorium
Lauren Ledger, Arlington EATS

Lauren Ledger appeared before the Board and invited Board members and all residents to attend the Beats for Eats Live Music Social on March 5th at Town Hall. Tickets are on sale for \$25.00 and include a silent auction, cash bar and nosh.

6. Request: One Day All Alcohol License, 3/19/16, for 'Quiz Night' @ Arlington Catholic
High School
Erin Simmons, ACHS Development Coordinator

7. Appointments of New Election Workers: (1) Brien Higgins, 37 Rangeley Road, D, Pct. 11; (2) Judith Hyland, 54 Webcowet Road, U, Pct. 9; (3) Patricia LaPlante, 209 Jason Street, D, Pct. 3; (4) Richard LaPlante, 209 Jason Street, D, Pct. 3; (5) Joanne Malatesta, 8 Walnut Terrace, U, Pct. 14; (6) Robert Radochia, 45 Columbia Road, U, Pct. 21

Mr. Byrne moved approval.

SO VOTED (5-0)

LICENSES & PERMITS

8. Discussion and Approval: Sidewalk Cafe Permit Fee
Kevin F. Greeley, Chair

Mrs. Mahon moved to table for a future meeting. Mr. Chapdelaine, Mrs. Sullivan and Mrs. Krepelka will report back with an analysis of cafe outdoor seating fee comparisons.

Mr. Byrne stated he would like to keep the fee at \$50.00 yearly, especially in East Arlington where the businesses and residents have been more than patient with the construction on Mass. Avenue.

SO VOTED (5-0)

TRAFFIC RULES & ORDERS / OTHER BUSINESS

9. For Approval: Maple Tree Removal @11 Kipling Road
John and Lori DeLeo

Mr. Dunn informed the DeLeo's that residents have to understand the need for consideration of public tree removal early in the decision and planning of construction or remodeling before said construction begins. The DeLeo's thanked the Board for approval and will replace the tree in a location that the Tree Committee recommends.

Mrs. Mahon moved approval.

SO VOTED (5-0)

10. For Approval: Arlington Public Art
Transformer Box Project 2016, East Arlington
Jill Manca and Adria Arch

Ms. Manca stated artists living or working in Arlington (ages 18+) are invited to submit color sketches for one of three transformer box murals in Arlington as part of Arlington Public Art's Transformer Box Mural Project. This year's theme is "evolve" and sketches and applications must be submitted on or before April 1, 2016. The time frame for painting the transformer boxes is from May 1 through July 1, 2016. A stipend of \$300 will be awarded to selected artists.

Mr. Byrne moved approval.

SO VOTED (5-0)

11. For Approval: Chairful Where You Sit

Amy Goldstein, Arlington Public Art Committee and Vision 2020 Standing Committee. The annual "Chairful Where You Sit" public art event at Whittemore Park in front of the Dallin Museum will be from July 21st through July 24th. The chairs will be displayed in the park over the course of the weekend.

Mr. Curro moved approval.

SO VOTED (5-0)

12. Vote: a) Special Town Meeting, April 27, 2016

Mrs. Mahon moved approval.

SO VOTED (5-0)

- b) Opening of Special Town Meeting Warrant
Kevin F. Greeley, Chair

Mr. Dunn moved that the opening of the Warrant for the Special Town Meeting be on Monday, February 22, 2016 from 8:00 a.m. to 4:00 p.m.

SO VOTED (5-0)

WARRANT ARTICLE HEARINGS

Articles for Review:

Article 24-Bylaw Amendment/Camping on Public Property

Town Counsel Heim stated that this article will still allow for the public to apply for a permit before camping in parks or other town-owned land. This bylaw does not depart from Health and Human Services or Arlington Police Department's process when it comes to camping. It doesn't divest them of their power, but it provides uniformity and clarity for anyone who wants to encamp on public lands.

Stephen Revilak, 111 Sunnyside Avenue raised concern that this warrant article could criminalize the homeless in Arlington. He stated he has very mixed feelings about this article and feels it clearly affects the homeless population camping out at Alewife.

Town Counsel Heim said the goal of the bylaw was to create a fair process that everyone could abide by and Town personnel could follow.

Mr. Dunn moved "favorable action" on this Article.

SO VOTED (5-0)

Article 26-Email Accounts for Members of Public Bodies

Mr. Christopher Loreti presented the article regarding Town Officials transparency. He asked that the Town provides email accounts to members of high-profile town boards, such as the Board of Selectmen and the School Committee for exclusive use of town business. He stated that this is not an attempt to force anyone to use email, but it is to say if you use email you should use a town email and not a personal email. Mr. Loreti argued that a standardized email format would make it easier to contact board members, but that wasn't his main point for proposing the article.

The more significant reason is that they are municipal employees and are subject to public records requests. He feels it is an easier process if it is managed through the Town's IT Department and not personal emails.

Mr. Byrne moved "No Action" on this Article.

SO VOTED (5-0)

Article 27-Lobbying by Public Officials

Mr. Loreti stated his goal was to make sure Town Officials were lobbying for things that Arlington as a community desired, not just the individual official's priorities. Mr. Loreti feels that if you are taking an official position, it should be done publicly.

After a discussion with Mr. Loreti, the Selectmen disagreed with his definition of lobbying.

Mr. Dunn moved "No Action" on this Article.

SO VOTED (5-0)

CORRESPONDENCE RECEIVED

Resignation from Battle Road Scenic Byway Committee

Howard B. Winkler, Waltham Street, Lexington

Mrs. Mahon moved receipt of correspondence received.

SO VOTED (5-0)

NEW BUSINESS

Town Manager Chapdelaine reported the current 2015-2016 Snow/Ice Expenditures and the totals for the season are as follows:

- 7-snow/ice events (5 snow events, 2 ice events)
- 25"+ total snowfall
- Town appropriation for snow/ice \$846,000
- Expended to date: \$727,340 broken down as follows:
 - \$348,550 in salt purchases
 - \$131,370 vehicle parts and repairs (this includes repairs to equipment resulting from last year's historic snowfall - many repairs were deferred to this year due to budget constraints of last year)
 - \$126,230 DPW overtime expenses

\$121,190 Contracted Plowing (contractors were called in on 5 of the 7 events)

Mr. Chapdelaine stated that anyone who said the proposed 2016 school budget represented a cut was wrong. What is being proposed is a significant investment and commitment in the Arlington Schools. Mr. Chapdelaine addressed the increase of \$3,427,219 in the newest budget recommendation for 2016 as evidence of a growing school budget. The total school budget of \$57,001,333 represents an increase of 6.4 percent from the previous year's budget of \$53,574,114. The Finance Committee presented to Town Meeting in April 2015 a projection for an increase of 5.1 percent for total school budget this upcoming year. Mr. Chapdelaine feels as if this is a significant and dramatic increase in school funding. The school district's initial budget proposal asked the town for an increase of 11.4 percent, or more than \$6 million.

Mrs. Mahon stated that she had heard that State Senator Donnelly had sponsored a Pension Increase Retirement Benefits for Widows. She asked Town Manager Chapdelaine to look into it and report back.

Mrs. Mahon congratulated Arlington High School Basketball Coach John Bowler for winning his 100 game. Mr. Bowler is a long time resident and has done a wonderful job with coaching his team.

Mrs. Mahon stated that on Saturday, February 20th at 6:00 p.m. friends, former and current players and former and current coaches will get together at the Ed Burns Area to honor Dick DeCaprio, a longtime coach and former player at Arlington High School.

Mr. Curro stated he attended a Partnership - Center for the Arts meeting which Andrea Nicolay, Director of Libraries, held at the library on Monday, February 1st. They discussed the proposed Arlington Cultural District Application content and the roles of the Managing Partnership in working toward completing the application. A Subcommittee was created to plan a public meeting and a general discussion about the application timeline.

Mr. Curro reported that he had attended the Boston co-working company grand opening. Workbar's newest Arlington location is in the former Theodore Schwamb Mill, owned by Mirak Properties. It is located at 1167 Mass. Avenue on both public transit and the Minuteman Commuter Bikeway. The entire former mill was renovated and currently has 30 members and that number is beyond expectations for the coworking space. Mr. Jacobsen, CEO of Workbar anticipates this location will fill a need and want for new businesses looking at Arlington. Mr. Curro stated it is a very impressive space and encourages everyone to stop by and see the beautiful renovations.

Mr. Curro stated he will be attending the Long Range Planning meeting tomorrow morning.

Mr. Dunn reported the latest Minuteman Update is that (7) towns have agreed so far out of (15) for the new regional agreement including Arlington. Sudbury voted to leave the district while the other (5) haven't announced their position. Mr. Chapdelaine stated that whether or not it is approved, the Superintendent is going to ask his board to put forward the building project, on March 15th. The board will then have 60 days to respond. The Special Town Meeting that they open tonight will fall into those 60 days.

Mrs. Mahon moved to adjourn at 10:10 p.m.
A true record: Attest

SO VOTED (5-0)

Marie A. Krepelka
Board Administrator

Next Scheduled Meeting of BoS February 22, 2016.

2/10/16

Agenda Item	Documents Used
2.	Vote to approve the execute \$1,000,000 M.W.R.A Loan and grant for Phase 9&10
3.	Minutes of Meeting – January 25, 2016
4.	<u>Reappointments : Arlington Bicycle Advisory Committee</u> Philip Godd Jack Johnson Christopher Tonkin (terms to expire 1/31/2019)
5.	One day beer & wine license, 3/5/16 at the Robbins Memorial Town Hall Auditorium
6.	One day beer & wine license, 3/19/16 at Arlington Catholic High School
7.	Appointments of New Election Workers
8.	Sidewalk Café Permit Fee / Fee comparison chart
9.	Maple Tree Removal at 11 Kipling Road / letter / Tree warden recommendation/ Tree Committee objection
10.	Arlington Public Art / Arlington Public Art Transformer Box 2016
11.	Request from Public Art Committee / Chairful Where You Sit
12.	Special Town Meeting, April 27, 2016
Warrant Articles	<u>Articles for Review</u> Article 24 Bylaw Amendment / Camping on Public Property Article 26 Vote/ Email Accounts for Members of Public Bodies Article 27 Vote/ Lobbying by Public Officials
Corr. Rec'd	Resignation from Battle Road Scenic Byway Committee / Winkler Letter



Town of Arlington, Massachusetts

Request: Patriots' Day Committee Events 4/17/16

Summary:

Event Permits Requested for 4/17/16:

- a) 52nd Annual Patriots' Day Fun Run at 8:45 a.m. along Mass. Ave.
- b) Menotomy Reenactment at 12/Noon at the Jason Russell House
- c) Patriots' Day Parade at 2:00 p.m.

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Patriots_Day_Parade_Committee.pdf	Committee Requests

**Arlington
Patriots' Day
Parade
Committee**

Bob Bowes

Christine Bongiorno

Captain James Curran

Jeff Chunglo

Kathleen Darcy

Kevin Flood

Carol Greeley

Joe Marshall

Laura Munsey

Pat Quinn

Rich Raymond



February 8, 2016

Board of Selectmen
Arlington Town Hall
730 Massachusetts Avenue
Arlington, MA 02476

RE: Patriots' Day Committee Event Requests

Dear Board Members:

On behalf of the Patriots' Day Parade Committee, I am requesting permits for the following events:

52nd Annual Patriots' Day Fun Run:

The Arlington Boys and Girls Club respectfully request a permit to hold its 52nd Annual Patriots' Day Fun Run on Sunday, April 17, 2016 at 8:45 am. The Fun Run is a 2.7 mile run along Massachusetts Avenue from the Lexington line. We will be arranging Police presence to start for up to 200 runners, as well as traffic control (Bikes/Motorcycles) at Park Ave, Jason Street, and Pleasant Street. The race typically lasts for 1 hour and will conclude at the Arlington Boys and Girls Club, 60 Pond Lane.

Menotomy Reenactment:

In 2016, the National Park Service will celebrate its 100th anniversary and will be including the Arlington Patriots' Day Menotomy Battle Reenactment as part of its festivities. This event is scheduled for Sunday, April 17, 2016 beginning at 12:00 noon at the Jason Russell House. Police will be arranged to control traffic as the individuals reenacting the battle cross at the intersection of Mill Street and Massachusetts Avenue as they proceed from Arlington High School to the Jason Russell House. Police presence will also ensure a safe environment for the spectators as well.

Patriots' Day Parade

The Patriots' Day Parade Committee respectfully requests a permit to allow a parade to form and march on Massachusetts Avenue and adjoining streets on Sunday, April 17, 2016. Sufficient Police presence will be arranged to control and divert all non-parade

April 17, 2016

Schedule of Events:

8am Arlington Boys and
Girls Club Road Race
12noon Menotomy
Battle Reenactment
2pm Patriots Day
Parade kicks off



**Arlington Patriots'
Day Parade
Committee**

730 Massachusetts Ave
Arlington, MA 02476
www.arlingtonma.gov/parade
781-316-3167



February 8, 2016

-2-

Board of Selectmen
Arlington Town Hall

vehicular traffic to alternate routes 12:00 pm to 5:00 pm traveling on Massachusetts Avenue from Forest Street east to Foster Street/Linwood Street, passing in review at the Town Hall. Adjoining streets where units will form are Brattle Street, Quinn Road, and Hobbs Court.

The Parade will step off at 2:00 pm promptly (rain or shine) and will end before 5:00 pm. If a permit is granted, it is requested that the Board alert, through the media, MBTA commuting citizens that the buses normally operating along Massachusetts Avenue will be using alternate routes along the parade route from 12:00 pm to 5:00 pm.

A final request is that an agenda item be added to a Board of Selectmen meeting prior to the April 17th Parade to publicly thank our Diamond and Platinum Sponsors: Armstrong Ambulance, Johns Landscape Service, Inc., and Leader Bank. The Parade Committee will have recognition plaques to present to these sponsors who have made the 2016 Patriots' Day Parade possible. Agenda Item 4/4/16

We are so happy to bring back this historic Parade as well as coordinate these wonderful community events in celebration of Patriots' Day. We are expecting a community-wide celebration of which we all can be proud.

Thank you for your attention and consideration of this matter, and do not hesitate to contact me if you have any questions.

Respectfully submitted,

Christine Bongiorno, Committee Chair
Director of Health and Human Services



Town of Arlington, Massachusetts

Request: One Day All Alcohol License, 3/19/16, Lesley Ellis School Auction for Financial Assistance @ 34 Winter Street

Summary:

Jeanette Keller, Auxiliary Program Director

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Lesley_Ellis_One_Day.pdf	One Day Application

OFFICE OF THE BOARD OF SELECTMEN



TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

SPECIAL ALCOHOL LICENSE APPLICATION

Name of Applicant: LESLEY ELLIS SCHOOL / JEANETTE KELLER

Address, phone & e-mail contact information: 41 FOSTER ST. ARLINGTON
781-641-5987 jkeller@lesleyellis.org

Name & address of Organization for which license is sought: LESLEY ELLIS SCHOOL
41 FOSTER ST ARLINGTON

Does this Organization hold nonprofit status under the IRS Code? ☒ Yes ☐ No

Name of Responsible Manager of Organization (if different from above):

Address, phone & e-mail contact information: _____

Has the Applicant or Organization applied for and/or been granted a special liquor license this calendar year? NO If so, please give date(s) of Special Licenses and/or applications and title of event(s). _____

Is this event an annual or regular event? If so, when was the last time this event was held and at what location?

YES, ANNUAL EVENT. MARCH 21, 2015

24-Hour contact number for Responsible Manager on Event date: 781-354-9376

Title of Event: LESLEY ELLIS SCHOOL AUCTION for FINANCIAL ASST.

Date/time of Event: MARCH 19, 2016 7:00 p.m - 11:00 p.m.

Location of Event: 34 WINTER ST. ARLINGTON

Location/Event Coordinator: JEANETTE KELLER

Method(s) of invitation/publicity for Event: HAND + U.S. MAIL to School Community

Number of people expected to attend: 150 people

Expected admission/ticket prices: free, invitation only

Expected prices for food and beverages (alcoholic and non-alcoholic): \$5 per drink - non-alcohol drinks are free, food is complimentary

Will persons under age 21 be on premises? NO

If "yes," please detail plan to prevent access of minors to alcoholic beverages. N/A

Have you consulted with the Department of Police Services about your security plan for the Event?
in process

OFFICE USE ONLY

For Police Chief, Operations Commander, or designee:

Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

Date _____

Printed name/title

POLICE COMMENTS:

What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol Special Licenses are available only to nonprofit organizations.)

BEER, WINE, specialty drink to be determined.

What types of food and non-alcoholic beverages do you plan to serve at the Event?

WATER, SODA, COFFEE, TEA dinner type food

Who will be responsible for serving alcoholic beverages at the Event?

TIPS # 3683131 BRITT PORTER
TIPS # 3688536 DAN O'DONNELL

What training or certification in responsible alcohol service does this person have? Please attach certificate or other proof of training for at least one person who will have responsibility for serving alcoholic beverages at each point of service and who will be present for the entire Event.

TIPS CERTIFIED

Please list the names and dates of birth for all people who will be responsible for serving alcoholic beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.

DAN O'DONNELL Jan. 9, 1990

BRITT PORTER July 10, 1990

Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: www.mass.gov/abcc)

BOSTON BEER CORP. Atlas Liquors, 156 Mystic Ave. Medford MA.

Date of Delivery: pick-up day before: by two separate adults (beer)
Alcohol Serving Time (s): 7-11 p.m. wine to be delivered by Atlas dist.

How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of?

excess alcohol will be disposed the next day by Jeanette Keller
or -

Date of Pick-Up: the auction committee will divide

Please provide details (insurance company, type of policy, name of insured, and policy limits) of any relevant insurance coverage for the Event, included but not limited to General Liability and Liquor Liability insurance. (You may be asked to supply a certificate or other proof of adequate insurance coverage.)

attached.
Philadelphia Ins. Agency, General Liability, Schools for Children

Please submit this completed form and filing fee to the Board of Selectmen at least 21 days before your Event. Failure to provide complete information may delay the processing of your application.

I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:

Signature: Jeanette Keller

Printed name: JEANETTE KELLER

Printed title & Organization name: AUXILIARY PROGRAM DIRECTOR

Email: jkeller@lesleyellis.org

Security Plan for Liquor License Application

Lesley Ellis Little Bit Country, Little Bit Rock & Roll Auction – March 19, 2016

We have held this event several times in the past and the general atmosphere of parents and staff in their school community discourages over-indulgence while also encouraging folks to watch out for each other – problems are rare to non-existent. Non-the-less here are the points of our plan.

- Jeanette Keller keeps a general eye on the crowd, and is the go to person if a concern arises. As an administrative staff member (who has been at the school for 29 years) she knows everyone at the event.
- Double doors to the Crosby School Gym (Dearborn Academy) remain open during the entire event.
- Staff working the event is informed of exits and exit signs are clearly visible.
- The school lot provides the majority of the parking necessary, additional parking is on the street.
- The bar will close a half hour before the event ends. And as this is a community event many people stay another half hour to 45 minutes helping to stack chairs etc.

This event is very much a community event – 95% of which are currently parents and staff. We do not expect any under-age participants, Lesley Ellis is a preschool-8th grade school and students are not invited to the event.

Jeanette Keller, whose adult children have served as bartenders for us several times before, manages all food and beverages at the event. She and several other Lesley Ellis staff including Jen Hodgdon, Director of Development and Deanne Benson, Head of School, all have obligations through-out the event and do not drink. Administrative staff that participates provides additional reliable oversight, but is still attending a “work event” including Ted Wilson, President of Schools for Children (the parent organization of Lesley Ellis School). All have a vested interest in maintaining a healthy and safe atmosphere. Jeanette has years of experience managing events and catering experience and have been known to inform the very rare individual who has caused the slightest concern that they need to refrain – as well as insuring that the individual has a safe ride home.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
2/26/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Surplus Services Insurance Agency, Inc.
150 Wells Avenue

Newton MA 02459

INSURED
Schools For Children
20 Academy Street
Suite 200
Arlington MA 02174

CONTACT NAME: Tricia Ducey
PHONE (A/C No. Ext): (617) 964-5340 FAX (A/C No.): (617) 965-1843
E-MAIL: pducey@telamonins.com
ADDRESS:

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: Philadelphia Insurance	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

COVERAGES

CERTIFICATE NUMBER: CL1471715265

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			PHPK1043341	7/1/2014	7/1/2015	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PRODUCTS - COMP/OP AGG \$ 2,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC						\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS						PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS						\$
A	UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB			PHUB427041	7/1/2014	7/1/2015	EACH OCCURRENCE \$ 5,000,000
	<input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$ 5,000,000
	DED <input checked="" type="checkbox"/> RETENTION \$ 10,000						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATUTORY LIMITS OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				E.L. EACH ACCIDENT \$
A	PROPERTY			PHPK1043341	7/1/2014	7/1/2015	E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Town of Arlington is included as additional insured, with respects to the Lesley Ellis Faundraiser being held at 34 Winter Street - Arlington MA - 3/21/2015.

CERTIFICATE HOLDER

Town of Arlington
Office of the Town Manager
730 Massachusetts Ave
Arlington, MA 02476

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Michael Susco/RUTHD

Print

Close Window

Certificate of Completion

This Certificate of Completion of
eTIPS On Premise 2.0
For coursework completed on March 6, 2014
provided by Health Communications, Inc.
is hereby granted to:

Jeanette Keller

Certification to be sent to:

**5 John St
Reading MA, 01867-2719 USA**

HCI
HEALTH COMMUNICATIONS INC.

This document is not proof of TIPS certification. It signifies only that you have completed the course. Valid certification documents will be forwarded to you.



IPS eTIPS On Premise 2.0 SSN: XXX-XX-XXXX
Issued: 3/6/2014 Expires: 3/6/2017
ID#: 3672677 D.O.B.: XX/XX/XXXX

Jeanette Keller
6 John St
Reading, MA 01867-2719

For service visit us online at www.gettips.com

IMPORTANT: Keep a copy of this card for your records. Write down your certification number because you will need it when contacting TIPS. For assistance or additional information, contact Health Communications, Inc. by using the information provided on the reverse side of your certification card. There is a minimal charge for a replacement card if your original card becomes lost, damaged or stolen.

TIPS[®] eTIPS On Premise 2.0 SSN: XXX-XX-XXXX
Issued: 3/20/2014 Expires: 3/20/2017
ID#: 3683131 D.O.B.: XXXXXXXXXX

Brittany Elizabeth Porter
5 John St
Reading, MA 01867-2719

For service visit us online at www.gettips.com



eTIPS On Premise 2.0 SSN: XXX-XX-XXXX

Issued: 3/27/2014

Expires: 3/27/2017

ID#: 3688536

D.O.B.: XX/XX/XXXX

Daniel Francis O'Donnell
26 High St
Somerville, MA 02144-1112

For service visit us online at www.gettips.com



Town of Arlington, Massachusetts

Request: One Day Beer & Wine License, 3/25/16 @ Robbins Memorial Town Hall Auditorium for a private party

Summary:

Dhruba Ghimire

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	Birthday_One_Day_App.pdf	One Day Application

OFFICE OF THE BOARD OF SELECTMEN



TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

SPECIAL ALCOHOL LICENSE APPLICATION

Name of Applicant:

Dhruba Ghimire

Address, phone & e-mail contact information:

10 Avon Street, Everett, Ma. 02149 617-818-3632
dhrubagc@yahoo.com

Name & address of Organization for which license is sought:

private party

Does this Organization hold nonprofit status under the IRS Code? ☐ Yes ☒ No

Name of Responsible Manager of Organization (if different from above):

Address, phone & e-mail contact information: _____

Has the Applicant or Organization applied for and/or been granted a special liquor license this calendar year? NO If so, please give date(s) of Special Licenses and/or applications and title of event(s).

Is this event an annual or regular event? If so, when was the last time this event was held and at what location?

24-Hour contact number for Responsible Manager on Event date:

Dhruba Ghimire - 781-818-3632

Title of Event:

Sweet Sixteen Birthday Party

Date/time of Event:

Friday, March 25, 2016

Location of Event: Arlington Town Hall

Location/Event Coordinator: Patsy Kraemer

Method(s) of invitation/publicity for Event:

invitation

Number of people expected to attend: 250 - 130 adults 120 youth

Expected admission/ticket prices:

None

Expected prices for food and beverages (alcoholic and non-alcoholic):

None

Will persons under age 21 be on premises?

Yes

If "yes," please detail plan to prevent access of minors to alcoholic beverages.

Adults 21 and over will have a stamp on their hand checked by a staff person assigned for processing identification

Have you consulted with the Department of Police Services about your security plan for the Event?

YES

OFFICE USE ONLY

For Police Chief, Operations Commander, or designee:

Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

Date _____

Printed name/title

POLICE COMMENTS:

What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol Special Licenses are available only to nonprofit organizations.)

beer and wine

What types of food and non-alcoholic beverages do you plan to serve at the Event?

full dinner and juices/waters

Who will be responsible for serving alcoholic beverages at the Event?

Coriander Bistro bartending staff (restaurant owned by Mr. Ghimire)

What training or certification in responsible alcohol service does this person have? Please attach certificate or other proof of training for at least one person who will have responsibility for serving alcoholic beverages at each point of service and who will be present for the entire Event.

TIPS certification

Please list the names and dates of birth for all people who will be responsible for serving alcoholic beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.

Puspa Ehrestha DOB 3/2/1966 and Kiran Khadka DOB 10/25/1965

Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: www.mass.gov/abcc:

Kappy's, Everett

Date of Delivery: Friday, March 25, 2016

Alcohol Serving Time (s): 6:30 - 11:00

How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of?

Kappy's will pick up the alcohol on Saturday, March 26th.

Date of Pick-Up: Saturday March 26

Please provide details (insurance company, type of policy, name of insured, and policy limits) of any relevant insurance coverage for the Event, included but not limited to General Liability and Liquor

Liability insurance. (You may be asked to supply a certificate or other proof of adequate insurance coverage.)

attached

**Please submit this completed form and filing fee to the Board of Selectmen
at least 21 days before your Event. Failure to provide complete
information may delay the processing of your application.**

I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:

Signature: _____

Printed name: Dhruba Ghimire

Printed title & Organization name: _____

Email: dhrubagc@yahoo.com

revised: 5/18/2015

reformatted: 2/25/2016



ROBBINS MEMORIAL TOWN HALL AUDITORIUM

730 Massachusetts Avenue, Arlington, Ma. 02476

3 March 2016

SECURITY PLAN FOR GHIMIRE BIRTHDAY PARTY

A family and friends' dinner and birthday party for his sixteen year-old daughter is being planned by Mr. Dhruba Ghimire and his wife. The party is being catered by Mr. Ghimire's business Coriander Bistro, Sharon, Ma. The party will be held at the Arlington Town Hall Auditorium on Friday, March 25, 2016. A One-Day Permit has been submitted to the Selectmen's Office.

This is the Security Plan.

Guests will be at the party by invite only. We anticipate approximately 250 people to attend. There will be a mix of 130 adults and 120 high school students at the event. As people arrive at the event they will be asked for an ID to verify their age. If they are old enough to drink alcohol they will receive a stamp on their hand. A staff person will be assigned the task of checking id's and then putting a stamp on the hand of anyone old enough to have wine or beer.

Patsy Kraemer will be the event coordinator for the event. Greg Stathopoulos will be the custodian for the event.

A police detail will be hired for the event (if required) and a fire services detail will be hired for the event. These officers will be available to help with any emergency situations that may arise.

Parking for the event will be available in the Town Hall parking lot, the parking lot at the Central School office building directly behind Town Hall, and on the side streets, as well as Mass. Ave.

Please advise if there are other items that we need to consider.

Date 6/18/2004

No. 3942533

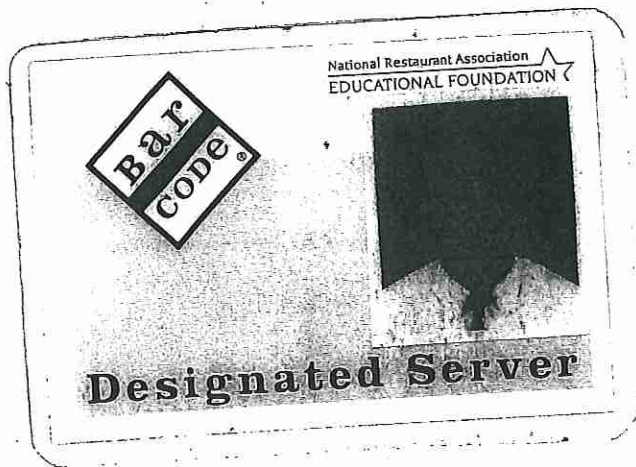
ID Number 2370592

DHRUBA GHIMIRE

As a Bar Code® professional, I am trained in
safe and responsible beverage alcohol service.

Mary M. Adolf

Mary M. Adolf, President and Chief Operating Officer
National Restaurant Association Educational Foundation





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

2/22/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Zain Jeewanjee Insurance Agency 1494 Hamilton Ave Suite 101 San Jose CA 95125	CONTACT NAME: Zain Jeewanjee	
	PHONE (A/C, No, Ext): 408-286-1111 ext 2	FAX (A/C, No): 408-997-7890
	E-MAIL ADDRESS: zain@g1g.com	
INSURED Dhruba Ghimire 10 Avon St Everett MA 02149	INSURER(S) AFFORDING COVERAGE	
	INSURER A: New Hampshire Insurance Company	
	INSURER B: United States Fire Insurance Company	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	<input checked="" type="checkbox"/>	<input type="checkbox"/>	SEL064079709 US571698	02/29/2016 02/29/2016	02/29/2016 02/29/2016	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
	<input checked="" type="checkbox"/> Liquor Liability* \$1M/\$1M						MED EXP (Any one person) \$ 5,000
	<input checked="" type="checkbox"/> Medical Expense						PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 2,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG \$ 1,000,000
	OTHER:						\$
	AUTOMOBILE LIABILITY	<input type="checkbox"/>	<input type="checkbox"/>				COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS						PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS						\$
	<input type="checkbox"/> NON-OWNED AUTOS						
	UMBRELLA LIAB	<input type="checkbox"/>	<input type="checkbox"/>				EACH OCCURRENCE \$
	EXCESS LIAB	<input type="checkbox"/>	<input type="checkbox"/>				AGGREGATE \$
	DED <input type="checkbox"/> RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	<input type="checkbox"/>	<input type="checkbox"/>				PER STATUTE <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/>	N/A				E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The Certificate Holder is added as Additional Insured with respects to our Insured's operations only.

This insurance is primary and non-contributory as required by written contract.

This coverage is with respect to Sweet Sixteen Party event to be held 3/25/2016 - 3/26/2016 at Arlington Town Hall Arlington MA

CERTIFICATE HOLDER**CANCELLATION**Arlington Town Hall
670r Mass Ave
Arlington MA 02476

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2014 ACORD CORPORATION. All rights reserved.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
2/22/2016

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PRODUCER Zain Jeewanjee Insurance Agency 1494 Hamilton Ave Suite 101 San Jose CA 95125	CONTACT NAME: Zain Jeewanjee		
	PHONE (A/C, No, Ext): 408-286-1111 ext 2	FAX (A/C, No): 408-997-7890	
	E-MAIL ADDRESS: zain@g1g.com		
INSURED Dhruba Ghimire 10 Avon St Everett MA 02149	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: New Hampshire Insurance Company		23841
	INSURER B: United States Fire Insurance Company		21113
	INSURER C:		
	INSURER D:		
	INSURER E:		
	INSURER F:		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	<input checked="" type="checkbox"/>	SEL064079709 US571698	02/29/2016	02/29/2016	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000				
	<input checked="" type="checkbox"/> Liquor Liability* \$1M/\$1M	MED EXP (Any one person) \$ 5,000				
	<input checked="" type="checkbox"/> Medical Expense	PERSONAL & ADV INJURY \$ 1,000,000				
	GEN'L AGGREGATE LIMIT APPLIES PER:					GENERAL AGGREGATE \$ 2,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC	PRODUCTS - COMP/OP AGG \$ 1,000,000				
	OTHER:					\$
	AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	BODILY INJURY (Per person) \$				
	<input type="checkbox"/> HIRED AUTOS	BODILY INJURY (Per accident) \$				
	UMBRELLA LIAB <input type="checkbox"/> OCCUR				EACH OCCURRENCE \$	
	EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE				AGGREGATE \$	
	DED <input type="checkbox"/> RETENTION \$				\$	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N			E.L. EACH ACCIDENT \$	
	If yes, describe under DESCRIPTION OF OPERATIONS below	N/A			E.L. DISEASE - EA EMPLOYEE \$	
					E.L. DISEASE - POLICY LIMIT \$	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The Certificate Holder is added as Additional Insured with respects to our Insured's operations only.

This insurance is primary and non-contributory as required by written contract.

This coverage is with respect to Sweet Sixteen Party event to be held 3/25/2016 - 3/26/2016 at Arlington Town Hall Arlington MA

CERTIFICATE HOLDER

CANCELLATION

Arlington Town Hall 670r Mass Ave Arlington MA 02476	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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Town of Arlington, Massachusetts

Request: One Day Beer & Wine License, 4/8/16 @ Robbins Memorial Town Hall Auditorium for Dallin School Spring Auction

Summary:

Jen Hayes, Dallin School PTO Fundraising Committee

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Dallin_PTO_One_Day.pdf	One Day Application

OFFICE OF THE BOARD OF SELECTMEN



TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

SPECIAL ALCOHOL LICENSE APPLICATION

Name of Applicant: Jen Hayes

Address, phone & e-mail contact information:

185 Florence Avenue, - 617-966-6627 jenhayes78@gmail.com

Name & address of Organization for which license is sought:

Dallin PTO 185 Florence Avenue, Arlington, Ma

Does this Organization hold nonprofit status under the IRS Code? ☒ Yes ☐ No

Name of Responsible Manager of Organization (if different from above):

Address, phone & e-mail contact information: _____

Has the Applicant or Organization applied for and/or been granted a special liquor license this calendar year? ☐ NO ☐ If so, please give date(s) of Special Licenses and/or applications and title of event(s).

Is this event an annual or regular event? If so, when was the last time this event was held and at what location?

Semi annual - Spring 2014 last held

24-Hour contact number for Responsible Manager on Event date:

Jen Hayes

Title of Event:

Dallin Spring Auction

Date/time of Event:

Friday, 4/8/2016 - 7:00 pm - 11:00 pm

Location of Event:

Arlington Town Hall

Location/Event Coordinator: Patsy Kraemer

Method(s) of invitation/publicity for Event:

school network, social media, ticket sales

Number of people expected to attend:

200

Expected admission/ticket prices: \$25 per ticket

Expected prices for food and beverages (alcoholic and non-alcoholic):

\$4 for beer and wine - no charge for waters

Will persons under age 21 be on premises?

NO

If "yes," please detail plan to prevent access of minors to alcoholic beverages. _____

Have you consulted with the Department of Police Services about your security plan for the Event?

YES

OFFICE USE ONLY

For Police Chief, Operations Commander, or designee:

Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

Date _____

Printed name/title

POLICE COMMENTS:

What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol Special Licenses are available only to nonprofit organizations.)

beer and wine

What types of food and non-alcoholic beverages do you plan to serve at the Event?

waters/light appetizers

Who will be responsible for serving alcoholic beverages at the Event?

Premier Bartending Service

What training or certification in responsible alcohol service does this person have? Please attach certificate or other proof of training for at least one person who will have responsibility for serving alcoholic beverages at each point of service and who will be present for the entire Event.

Tips Certification

Please list the names and dates of birth for all people who will be responsible for serving alcoholic beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.

Ed Garland

Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: www.mass.gov/abcc)

Atlas Liquors, Medford, Ma.

Date of Delivery:

Friday, April 8, 2016

Alcohol Serving Time (s): 7:00 pm - 10:30 pm

How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of?

Excess alcoholic beverages will be distributed among committee members to comply with transportation requirements

Date of Pick-Up: No pick up

Please provide details (insurance company, type of policy, name of insured, and policy limits) of any relevant insurance coverage for the Event, included but not limited to General Liability and Liquor Liability insurance. (You may be asked to supply a certificate or other proof of adequate insurance coverage.)

attached _____

**Please submit this completed form and filing fee to the Board of Selectmen
at least 21 days before your Event. Failure to provide complete**

information may delay the processing of your application.

I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:

Signature: _____

Printed name: Jen Hayes

Printed title & Organization name: Dallin School PTO Fundraising
Committee _____

Email: jenhayes78@gmail.com



ROBBINS MEMORIAL TOWN HALL AUDITORIUM
730 Massachusetts Avenue, Arlington, Ma. 02476

12 February 2016

SECURITY PLAN FOR DALLIN ELEMENTARY SCHOOL SPRING AUCTION.

The Dallin School PTO is sponsoring an event - an auction to be held on Friday, April 8, 2016, 7:00 pm – 11:00 pm at the Arlington Town Hall. A One-Day Permit has been submitted to the Selectmen's Office.

This is the Security Plan.

Advance tickets will be sold for the evening event at \$25 each. We anticipate approximately 200 people to attend.

The auction event will be for only parents and community members.

Patsy Kraemer will be the event coordinator for the event. Hostess Catering will provide food for the event and Premier Bartending will provide bartender service. Greg Stathopoulos will be the custodian for the event. A committee of 25-30 volunteers from the PTO planning group will assist in staffing the party. All these people will be responsible for ensuring that the event runs smoothly.

A police detail will be hired for the event and a fire services detail will be hired for the event.

Parking for the event will be available in the Town Hall parking lot, the parking lot at the Central School office building directly behind Town Hall, and on the side streets, as well as Mass. Ave.

Please advise if there are other items that we need to consider.

ips 12/10/2015 12/1/2016
Issued: 38942 Expires: 12
ID#: Trainer Year:

Edward R. Garland, Jr.
28 Saunders St
North Weymouth, MA 02191-1014

Trainer Certification Card



CERTIFICATE OF LIABILITY INSURANCE

GORDO-5

OP ID: JL

DATE (MM/DD/YYYY)

03/12/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Roblin Insurance Agency, Inc. 144 Gould Street, Suite 100 Needham, MA 024942321 Roblin Insurance Agency, Inc	CONTACT NAME: Roblin Insurance Agency, Inc PHONE (A/C, No, Ext): 781-455-0700 FAX (A/C, No): 781-449-8976 E-MAIL: ADDRESS:
INSURED Premier Bartending & Beverage Service, Inc. PO Box 310 Waltham, MA 02451	INSURER(S) AFFORDING COVERAGE INSURER A: Travelers Insurance INSURER B: U.S. Liability Ins. Co. INSURER C: Torus Specialty Insurance Co. INSURER D: INSURER E: INSURER F:

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			680-4B652113-15-42 CL1569703B	03/11/2015	03/11/2016	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000
B	<input checked="" type="checkbox"/> Liquor Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			88915C142ALI	03/11/2015	03/11/2016	EACH OCCURRENCE \$ 9,000,000 AGGREGATE \$ 9,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The Town of Arlington is additional insured with regard to liability of the named insured.

CERTIFICATE HOLDER

CANCELLATION

TOWNAR1

Town of Arlington
Town Hall
730 Massachusetts Ave.
Arlington, MA 02476

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Town of Arlington, Massachusetts

Request: One Day All Alcohol License, 5/14/16 @ Fidelity House, 25 Medford Street for Annual Fundraiser

Summary:

Ed Woods, Executive Director, Fidelity House

Frank Tessitore, President, Friends of Fidelity House

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Fidelity_House_All_Alc.pdf	One Day Application

OFFICE OF THE BOARD OF SELECTMEN



TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

SPECIAL ALCOHOL LICENSE APPLICATION

Name of Applicant: FRANK TESSITORE

Address, phone & e-mail contact information: 222 HIGHLAND AVE, ARLINGTON, MA 02476
781-863-0610(W) 781-648-7543 (H) FRANK@OSTRAN.COM

Name & address of Organization for which license is sought: FIDELITY HOUSE
25 MEDFORD ST, ARLINGTON, MA 02474

Does this Organization hold nonprofit status under the IRS Code? ☒ Yes ☐ No

Name of Responsible Manager of Organization (if different from above):
ED WOODS, EXECUTIVE DIRECTOR; ALTERNATE - FRANK TESSITORE

Address, phone & e-mail contact information: 25 MEDFORD ST, ARLINGTON, MA 02474
781-648-2005 FIDELITYHOUSE@ARL.MA.GOV

Has the Applicant or Organization applied for and/or been granted a special liquor license this calendar year? NO If so, please give date(s) of Special Licenses and/or applications and title of event(s). N/A

Is this event an annual or regular event? If so, when was the last time this event was held and at what location?
ANNUAL EVENT - PREVIOUS MAY 16, 2015

24-Hour contact number for Responsible Manager on Event date: 781-648-2005 (W) 781-643-8635 (H)

Title of Event: ANNUAL FUNDRAISER

Date/time of Event: MAY 14, 2016

Location of Event: FIDELITY HOUSE - 25 MEDFORD ST, ARLINGTON, MA *

Location/Event Coordinator: ED WOODS

Method(s) of invitation/publicity for Event: MAILING; CHURCH BULLETIN

* IN OLYMPIAN AND ADJOINING TOWNS TO AVOID ALCOHOL

Number of people expected to attend: 250

Expected admission/ticket prices: \$60/admission

Expected prices for food and beverages (alcoholic and non-alcoholic): FOOD PROVIDED BY
TICKET PRICE; NON-ALCOHOLIC \$2; ALCOHOLIC \$3 - \$5

Will persons under age 21 be on premises? NO

If "yes," please detail plan to prevent access of minors to alcoholic beverages. N/A

Have you consulted with the Department of Police Services about your security plan for the Event?

YES

OFFICE USE ONLY

For Police Chief, Operations Commander, or designee:

Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

Det. Corey P. Rabeau
Det. Corey P. Rabeau
Printed name/title

Date 2/22/16

POLICE COMMENTS:

Request at least one police detail

What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol Special Licenses are available only to nonprofit organizations.)

BEER, WINE, LIMITED MIXED DRINKS

What types of food and non-alcoholic beverages do you plan to serve at the Event?

BUFFET - MEAT, PASTA, VEGETABLES, SALADS
BEVERAGES - WATER, SOFT, COFFEE

Who will be responsible for serving alcoholic beverages at the Event?

MEMBERS OF
EVENT STAFF

What training or certification in responsible alcohol service does this person have? Please attach certificate or other proof of training for at least one person who will have responsibility for serving alcoholic beverages at each point of service and who will be present for the entire Event.

SEE ATTACHES

Please list the names and dates of birth for all people who will be responsible for serving alcoholic beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.

SEE ATTACHED

Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: www.mass.gov/abcc)

WILL PURCHASE FROM GREAT LIQUORS (MASSACHUSETTS)
AUSTIN ISHAK WINE (MASSACHUSETTS); DELIVERY ON OR BEFORE EVENT DATE

Date of Delivery: MAY 13, 2016

Alcohol Serving Time (s): 6:30 AM - 11:00 AM

How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of?

IF ALLOWED BY WHOLESALE IT WILL BE RETURNED; OTHERWISE WILL BE GIVEN
TO EVENT VOLUNTEERS NEXT DAY AND REMOVED FROM LOCATION

Date of Pick-Up: MAY 14, 2016

Please provide details (insurance company, type of policy, name of insured, and policy limits) of any relevant insurance coverage for the Event, included but not limited to General Liability and Liquor Liability insurance. (You may be asked to supply a certificate or other proof of adequate insurance coverage.)

EVENT COVERAGE OBTAINED FROM ARCHITECTURE
OF BOSTON

Please submit this completed form and filing fee to the Board of Selectmen
at least 21 days before your Event. Failure to provide complete
information may delay the processing of your application.

I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:

Signature: _____

Printed name: FRANK TESTA

Printed title & Organization name: PRESIDENT - FRIENDS OF FREEDOM HOUSE

Email: FRANK@OSTLAW.COM

25 Medford Street
Arlington, MA 02474
781-648-2005
www.fidelityhouse.org



FIDELITY HOUSE



Edward F. Woods
Executive Director

February 16, 2016

Department of Police Services
112 Mystic Street
Arlington MA 02476

Attention: Officer Cory Rateau

Dear Officer Rateau:

Enclosed please- find an Application for Special (One-Day) Liquor License for Fidelity House for its annual fundraiser to be held on May 14th, 2016. The event will be held at Fidelity House at its location at 25 Medford Street, Arlington, Massachusetts. Pursuant to the application, Fidelity House is required to submit a security plan to the Department of Police Services for their approval. Accordingly, the application is attached, and an explanation is provided below regarding the security plan for the event. If satisfactory, could you please sign and date on page two and return to me at the address above. I can then submit to the Board of Selectmen for approval.

As indicated above, the event will be held at Fidelity House at its 25 Medford Street location on May 14th, 2016. The security plan for crowd control, unruly patrons, emergency evacuations, traffic/parking considerations and controlling access to alcohol by underage persons will entail the following:

1. Police detail will be requested. Typically, the detail officer is stationed inside the gymnasium where the majority of seating is located and the evening's events, such as a silent and live auction, take place. Several event volunteers also circulate all evening to observe all activity and persons.
2. All entrances are closed, and one entrance only for ticketed guests is manned by staff. Proof of purchased ticket is required for entrance. All emergency exits are clearly marked in the entire building pursuant to the licensing requirements of Fidelity House for its various children's programs. Staff members of Fidelity House will be present at the event and are trained in the facility's emergency evacuation plans.
3. No guest under the age of 21 is permitted to attend the event. No staff person or volunteer is under the age of 21.
4. Admission to the event is limited to ticketed guests who will pay \$60 per person for admission. Ticket price includes a buffet meal. Beverages are not included. Beverages that can be purchased include soft drinks, water, beer, wine and limited mixed drinks.
5. Purchase of beverage tickets is at manned stations separate from the areas in which beverages are purchased and served. Cash from the stations selling the beverage tickets is collected on a regular basis and secured in a safe in an office located in the administrative portion of the building. The collection of cash is done on a regular basis throughout the evening.
6. All persons selling beverage tickets are over the age of 21 and provide observation and feedback to the appropriate parties if any unusual circumstances are detected.

7. The bartenders provide a second set of observations with respect to guests and are instructed to report any unusual circumstances to the appropriate persons.

8. One person is designated to act as the alcohol supervisor for the evening and would be the designated person for either the ticket sellers or bartenders to report any unusual activities. This person would then coordinate with the detail police officer to take any necessary precautions.

9. No alcohol or other beverages from the outside are permitted into the event.

10. The serving of alcohol will end at 11:00 p.m., approximately one hour before the end of the event.

11. Traffic/parking is handled in the same manner as activities at St. Agnes Church or St. Agnes School. Parking is available in the school parking lot, the municipal parking lot and on street.

If you have any further questions or wish to add feedback or consult regarding the plan, please do not hesitate to contact me

Very truly yours,

A handwritten signature in cursive script, appearing to read "Ed Woods".

Ed Woods
Executive Director

Enclosure

FIDELITY HOUSE

Elisa M. Doherty	TIPS Certified(attached)	#3761278
Marisa L. Doherty	TIPS Certified(attached)	#3761277
Fred Harris	D/O/B August 4, 1961	
Paul McDonald	D/O/B August 23, 1952	
Jack Keefe	D/O/B August 9, 1953	
Tom Fitzgerald	D/O/B July 7, 1953	



On Premise

SSN: XXX-XX-XXXX

Issued: 7/1/2014

Expires: 6/15/2017

ID#: 3761277

D.O.B.: XX/XX/XXXX

MARISA L DOHERTY
20 Old Middlesex Path
Arlington, MA 02474-1924

For service visit us online at www.gettips.com
Benjamin Stoller, 46030



On Premise SSN: XXX-XX-XXXX
Issued: 7/1/2014 Expires: 6/15/2017
ID#: 3761278 D.O.B.: XX/XX/XXXX

ELISA M DOHERTY
20 Old Middlesex Path
Arlington, MA 02474-1924

For service visit us online at www.gettips.com
Benjamin Stoller, 46030



HEALTH COMMUNICATIONS INC.
1400 Key Blvd., Suite 700
Arlington, VA 22209
703-524-1200
www.gettips.com

This card was issued for successful completion of the TIPS program.

Signature: _____

Elisa M. Doherty



Town of Arlington, Massachusetts

Request: Contractor/Drainlayer License

Summary:

Burgess & Sons, 24 Hollis Road, Lynn, MA

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Burgess_cont.drain.pdf	Engineering recommendation, Town application, Meeting notice



Engineering Division

TOWN OF ARLINGTON
Department of Public Works
51 Grove Street
Arlington, Massachusetts 02476
Office (781) 316-3320 Fax (781) 316-3281

MEMORANDUM

To: Board of Selectmen
From: Engineering Division
Re: Approved Contractor License
Date: February 19, 2016

Dear Board Members,

Reference is hereby made to an application by Richard Duntley, of Burgess & Sons, to be accepted as an Approved Contractor in the Town of Arlington.

Contact information is as follows:

Burgess & Sons
24 Hollis Road
Lynn, MA 01905
Ph: 781-953-4166
Email: GBurgess.Sons@verizon.net

Upon review of provided references supplied by the contractor, we recommend approval and issuance of an Approved Contractor and Drainlayer license.

Wayne A. Chouinard, P.E.
Town Engineer

CC: File



TOWN OF ARLINGTON DEPARTMENT OF PUBLIC WORKS

APPLICATION FOR TOWN OF ARLINGTON DPW CONTRACTOR LICENSE

Directions: Please complete ALL fields below and deliver the completed application to the Department of Public Works Engineering Department at 51 Grove Street for Processing and Submission to the Board of Selectmen. Please also include in your submission a \$75.00 application fee in the form of a check payable to the "Town of Arlington". Any questions regarding this application form or procedure should be directed to the Town of Arlington Engineering Department at 781-316-3386.

Please indicate the scope of work you intend to perform as a DPW Approved Contractor in the Town of Arlington (check all that apply):

☒ Water ☒ Sanitary Sewer ☒ Stormwater Drainage ☒ Sewer/Drain Inspection ☐ Driveway Work ☒ Curb/Sidewalk Work

Applicant/Firm Name:

G. Burgess & Sons

Select One:

☐ Corporation

☐ Partnership

☒ Proprietorship

☐ Other:

Street Address:

24 Hollis Road

City/Town:

Lynn

State: MA

Primary Phone:

781-953-4166

E-mail:

GBurgess.Sons@verizon.net

Length of Time in Business under the same Firm Name:

Full Name(s) of Principal(s):

Richard Duntley

Primary Contact Person:

Richard Duntley

Nature of Typical/Standard Work:

Water & Sewer New & Repair

Have you ever performed this type of work in Arlington:

☐ Yes

☒ No

If Yes, Please provide Location:

Approximate Date:

Total Amount of such construction this year:

Total Amount of such construction last year:

Total Amount of such construction next previous year:

Municipality:

Lynn Water & Sewer

Primary Contact Name:

Neil Johnson

Email:

NJohnson@LynnWaterSewer.org

Municipality:

Town of Milton

Primary Contact Name:

John Thompson

Email:

JThompson@TownofMilton.org

Municipality:

City of Newton

Primary Contact Name:

Darrell Azure

Email:

DAzure@NewtonMA.gov

Bank Reference:

EASTON Bank

Phone:

800-293-1460

Federal Tax ID or Social Security #:

Note to Town Staff: Redact Social Security # before releasing document

Your social security number or federal identification number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Licenses who fail to correct their non-filing or delinquency will be subject to license suspension or revocation. This request is made under the authority of Massachusetts General Law, Chapter 62C, Section 49A.

By signing below, I certify that under the penalties of perjury that to the best of my knowledge and belief all information on this application is true and correct. I also certify by signature below that I/we have filed all state tax returns and paid all state taxes as required by law. I also hereby agree to conform in all respects to the conditions governing such license as printed in the By-Laws of the Town and such other rules and regulations as the Selectmen and/or Department of Public Works may establish.

Applicant Signature:

Richard Duntley

Date:

2-16-16

Letter of Recommendation

Date: February 18, 2016


For: Burgess & Sons Construction
24 Hollis Rd.
Lynn, MA 01904

To: **Town of Arlington, MA**

The company **Burgess & Sons Construction** of Lynn, MA is a licensed drain layer with the Lynn Water & Sewer Commission (LWSC). To date Burgess Construction has complied with all LWSC rules and regulations and has demonstrated an ability to provide competent and timely completion of various water, sewer, and drain projects.

A verbal recommendation can be provided if required, by calling 781-596-2400 ext. 204.

Sincerely,


Neal Johnson
Engineer

OFFICE OF THE BOARD OF SELECTMEN

KEVIN F. GREELEY, CHAIR
DIANE M. MAHON, VICE CHAIR
DANIEL J. DUNN
STEVEN M. BYRNE
JOSEPH A. CURRO, JR.



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

February 24, 2016

Richard Duntley
Burgess & Sons
24 Hollis Road
Lynn, MA 01905

Dear Mr. Duntley:

The Board of Selectmen will be discussing your request for a License to do Drainlaying in the Town of Arlington on Monday, March 7th in the Selectmen's Chambers, Town Hall, 2nd Floor. The meeting begins at 7:15 p.m. Although it is not a requirement that you attend the meeting, you are invited to be in attendance.

Very truly yours,
BOARD OF SELECTMEN

A handwritten signature in cursive script, reading "Marie A. Krepelka".

Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

Request: Contractor/Drainlayer License

Summary:

M.T. Mayo Corporation, 27 Bear Hill Road, Stoneham, MA

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Mayo_cont.drain.pdf	Engineering recommendation, Town application, Meeting notice



Engineering Division

TOWN OF ARLINGTON
Department of Public Works
51 Grove Street
Arlington, Massachusetts 02476
Office (781) 316-3320 Fax (781) 316-3281

RECEIVED
SELECTMEN'S OFFICE
ARLINGTON, MA 02476

2016 FEB 26 AM 10:43

MEMORANDUM

To: Board of Selectmen
From: Engineering Division
Re: Approved Contractor License
Date: February 25, 2016

Dear Board Members,

Reference is hereby made to an application by Matthew Thomas Mayo, of M.T. Mayo Corp., to be accepted as an Approved Contractor in the Town of Arlington.

Contact information is as follows:

M.T. Mayo
27 Bear4 Hill Rd.
Stoneham, MA 02180
Ph: 781-858-7031
Email: matt@mtmayocorp.com

Upon review of provided references supplied by the contractor, we recommend approval and issuance of an Approved Contractor and Drainlayer license.

Wayne A. Chouinard, P.E.
Town Engineer

CC: File



TOWN OF ARLINGTON DEPARTMENT OF PUBLIC WORKS

APPLICATION FOR TOWN OF ARLINGTON DPW CONTRACTOR LICENSE

Directions: Please complete ALL fields below and deliver the completed application to the Department of Public Works Engineering Department at 51 Grove Street for Processing and Submission to the Board of Selectmen. Please also include in your submission a \$75.00 application fee in the form of a check payable to the "Town of Arlington". Any questions regarding this application form or procedure should be directed to the Town of Arlington Engineering Department at 781-316-3386.

Scope of Work

Please indicate the scope of work you intend to perform as a DPW Approved Contractor in the Town of Arlington (check all that apply):

☒ Water ☒ Sanitary Sewer ☒ Stormwater Drainage ☐ Sewer/Drain Inspection ☐ Driveway Work ☐ Curb/Sidewalk Work

Applicant Information

Applicant/Firm Name:

M. T. Mayo Corp.

Select One:

☒ Corporation

☐ Partnership

☐ Proprietorship

☐ Other:

Street Address:

27 Bear Hill Rd.

City/Town:

Stonham

State:

MA

Primary Phone:

781-858-7031

E-mail:

mat@mtmayo corp.com

Length of Time in Business under the same Firm Name:

7yrs.

Full Name(s) of Principal(s):

Matthew Thomas Mayo

Primary Contact Person:

" " "

Experience/Previous Work

Nature of Typical/Standard Work:

water/sewer, installation/repair, road building

Have you ever performed this type of work in Arlington:

☐ Yes

☒ No

If Yes, Please provide Location:

Approximate Date:

Total Amount of such construction this year:

\$150,000 to same as below

Total Amount of such construction last year:

\$600,000 to \$1,000,000

Total Amount of such construction next previous year:

\$500,000 to \$850,000

Municipal References - Please Attach Written Reference Letters

Municipality:

Stonham

Primary Contact Name:

Bob Radigan

Email:

rradigan@c1.stonham.ma.us

Municipality:

Medford

Primary Contact Name:

Chris Doherty

Email:

Municipality:

Winchester

Primary Contact Name:

Sean Braderick

Email:

Banking/Financial References - Please Attach Written Reference Letters if Available

Bank Reference:

Eastern Bank

Phone:

781-438-3535

Federal Tax ID or Social Security #.

Note to Town Staff: Redact Social Security # before releasing document

Your social security number or federal identification number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Licenses who fail to correct their non-filing or delinquency will be subject to license suspension or revocation. This request is made under the authority of Massachusetts General Law, Chapter 62C, Section 49A.

Signature/Endorsement

By signing below, I certify that under the penalties of perjury that to the best of my knowledge and belief all information on this application is true and correct. I also certify by signature below that I/we have filed all state tax returns and paid all state taxes as required by law. I also hereby agree to conform in all respects to the conditions governing such license as printed in the By-Laws of the Town, and such other rules and regulations as the Selectmen and/or Department of Public Works may establish.

Applicant Signature:

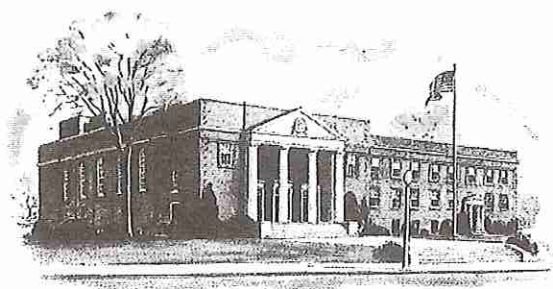
M. T. Mayo

Date:

2/23/16

Reset Form

Print Form



TOWN OF
STONEHAM

MASSACHUSETTS 02180

Public Works Department

16 Pine Street

781-438-0760

Fax 781-438-8183

April 10, 2012

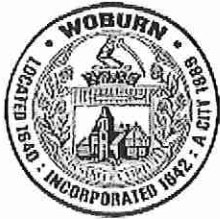
To Whom It May Concern:

This is a letter of recommendation for M.T. Mayo, Corporation . The company has completed water work replacement and repairs within the Town of Stoneham. The company and the employees have met all expectations during and upon completing all projects.

If there are any questions, please do not hesitate to contact me at 781-507-2578 or RRadigan@ci.stoneham.ma.us.

Lic. Water & Sewer Foreman
Town of Stoneham





City of Woburn, Massachusetts
Department of Public Works
50 North Warren Street, Woburn, MA 01801
FAX (781)-897-5989

John F. Duran III
Superintendent
781-897-5980


Thomas C. Quinn
Deputy Superintendent

April 15, 2015

To Whom It May Concern:

This is a letter of recommendation for M.T. Mayo Corporation. The company has completed water work replacement and repairs within the City of Woburn. The company and the employees have met all expectations during and upon completing all projects.

If there are any questions, please do not hesitate to contact me at 781-897-5995.


Chris Doherty
Highway Foreman



TOWN OF WINCHESTER
DEPARTMENT OF ENGINEERING
71 MT. VERNON STREET, WINCHESTER, MA 01890
Phone: 781-721-7120 Fax: 781-721-7155

April 15, 2014

To Whom It May Concern:

I have inspected work done by Matt Mayo Excavating and he has installed water, sewer and drains/infiltration systems in our Town. All the work has been done in accordance with our code book, "Rules and Specifications Regulating Street Excavations and our "Special Provisions for the Construction of Roadways including the Installation of Water, Sewer and Drains in the Town of Winchester".

Should you have any further questions regarding Matt Mayo, please do not hesitate to contact me at (781) 953-4722.

Respectfully submitted,

Sean E. Broderick
Engineering Inspector
Town of Winchester

OFFICE OF THE BOARD OF SELECTMEN

KEVIN F. GREELEY, CHAIR
DIANE M. MAHON, VICE CHAIR
DANIEL J. DUNN
STEVEN M. BYRNE
JOSEPH A. CURRO, JR.



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

March 1, 2016

Matthew Mayo
M.T. Mayo Corporation
27 Bear Hill Road
Stoneham, MA 02180

Dear Mr. Mayo:

The Board of Selectmen will be discussing your request for a License to do Drainlaying in the Town of Arlington on Monday, March 7th in the Selectmen's Chambers, Town Hall, 2nd Floor. The meeting begins at 7:15 p.m. Although it is not a requirement that you attend the meeting, you are invited to be in attendance.

Very truly yours,
BOARD OF SELECTMEN

A handwritten signature in cursive script that reads "Marie A. Krepelka".

Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

Appointments of New Election Workers: (1) Cheryl Behan, 161 Wachusett Avenue, U, Pct. 19; (2) Frances Cantelli, 67 Stowecroft Road, U, Pct. 19; (3) Elizabeth Crosby, 97 Egerton Road, D, Pct. 4; (4) Rose Eromin, 16 Cheswick Road, R, Pct. 6; (5) Karlyne Hutchings, 108 Melrose Street, U, Pct. 4; (6) Ashley Maher, 64 Maynard Street, D, Pct. 21; (7) Helene Martel, 7 Osborne Road, U, Pct. 4; (8) Jocelyn Moore, 58 Freemont Street, U, Pct. 16; (9) Sara Pinkman, 54 Medford Street, U, Pct. 10; (10) Mary E. Tierney, 4 Winslow Street, U, Pct. 10; (11) Kim Urquhart, 2 Court Street Place, U, Pct. 8; (12) Ann Walter, 10 Beverly Road, U, Pct.8

ATTACHMENTS:

Type	File Name	Description
Reference Material	Election_Workers_3.1.16.pdf	Master Records

ELECTION WORKER'S MASTER RECORD

Date: 2/25/16

Check One: ☒ New Employee
☐ Change to Existing Employee

Vendor # _____ Position INSPECTOR
Name CHERYL BEHAN Democrat _____
Address 161 WACHUSETT AVENUE Republican _____
Unenrolled ☒
Zip Code 02476 Precinct 19
Alpha/Last Name _____ Phone # 781-648-1988

Position Codes:	10 Warden	60 Deputy Clerk
	20 Deputy Warden	70 Teller
	30 Inspector	80 Substitute
	40 Deputy Inspector	90 Custodian
	50 Clerk	

ELECTION WORKER'S MASTER RECORD

Date: 3/1/16

Check One: ☒ New Employee
☐ Change to Existing Employee

Vendor # _____

Name: FRANCES CASTELLI

Address: 67 STONECROFT ROAD

Zip Code: 02474

Alpha/Last Name: _____

Position INSPECTOR

Democrat Y

Republican _____

Unenrolled ☒

Precinct 19

Phone # 781-643-5740

Position Codes:

10 - Warden
20 - Deputy Warden
30 - Inspector
40 - Deputy Inspector
50 - Clerk

60 - Deputy Clerk
70 - Teller
80 - Substitute
90 - Custodian

ELECTION WORKER'S MASTER RECORD

Date: 2/29/16

Check One: ☒ New Employee
☐ Change to Existing Employee

Vendor # _____ Position Inspector

Name ELIZABETH A CROSBY Democrat ☒

Address 97 EGERTON ROAD Republican _____

_____ Unenrolled _____

Zip Code 02474 Precinct 4

Alpha/Last Name _____ Phone # 781-646-3564

Position Codes:	10 Warden	60 Deputy Clerk
	20 Deputy Warden	70 Teller
	30 Inspector	80 Substitute
	40 Deputy Inspector	90 Custodian
	50 Clerk	

ELECTION WORKER'S MASTER RECORD

Date: 3/1/16

Check One: ☒ New Employee
☐ Change to Existing Employee

Vendor # _____

Name: ROSE EROMIN

Address: 16 CHESWICK ROAD

Zip Code: 02474

Alpha/Last Name: _____

Position INSPECTOR

Democrat _____

Republican ☒

Unenrolled _____

Precinct 6

Phone # 781-643-8384

Position Codes:

10 - Warden
20 - Deputy Warden
30 - Inspector
40 - Deputy Inspector
50 - Clerk

60 - Deputy Clerk
70 - Teller
80 - Substitute
90 - Custodian

ELECTION WORKER'S MASTER RECORD

Date: 8/29/16

Check One: ☒ New Employee
☐ Change to Existing Employee

Vendor # _____ Position Inspector
Name Karlyne Hutchings Democrat _____
Address 108 MELROSE ST. Republican _____
Unenrolled ☒
Zip Code 02474 Precinct 4
Alpha/Last Name _____ Phone # 781-643-4149

Position Codes:	10 Warden	60 Deputy Clerk
	20 Deputy Warden	70 Teller
	30 Inspector	80 Substitute
	40 Deputy Inspector	90 Custodian
	50 Clerk	

ELECTION WORKER'S MASTER RECORD

Date: 2/29/16

Check One: ☒ New Employee
☐ Change to Existing Employee

Vendor # _____

Name: ASHLEY MAHER

Address: 64 MAGNARD ST.

Zip Code: 02474

Alpha/Last Name: _____

Position INSPECTOR

Democrat ☒

Republican _____

Unenrolled _____

Precinct 21

Phone # _____

Position Codes: 10 - Warden
20 - Deputy Warden
30 - Inspector
40 - Deputy Inspector
50 - Clerk

60 - Deputy Clerk
70 - Teller
80 - Substitute
90 - Custodian

ELECTION WORKER'S MASTER RECORD

Date: 2/29/16

Check One: ☒ New Employee
☐ Change to Existing Employee

Vendor # _____ Position Inspector
Name Helene M. Martel Democrat _____
Address 7 Osborne Road Republican _____
Unenrolled ☒
Zip Code 02474 Precinct 4
Alpha/Last Name _____ Phone # 781-646-3810

Position Codes:	10 Warden	60 Deputy Clerk
	20 Deputy Warden	70 Teller
	30 Inspector	80 Substitute
	40 Deputy Inspector	90 Custodian
	50 Clerk	

ELECTION WORKER'S MASTER RECORD

Date: 2/29/16

Check One: ☒ New Employee
☐ Change to Existing Employee

Vendor # _____ Position Inspector
Name Jocelyn MOORE Democrat _____
Address 58 FREEMONT ST. Republican _____
Unenrolled ☒
Zip Code 02474 Precinct 16
Alpha/Last Name _____ Phone # 781-316-6618

Position Codes:	10 Warden	60 Deputy Clerk
	20 Deputy Warden	70 Teller
	30 Inspector	80 Substitute
	40 Deputy Inspector	90 Custodian
	50 Clerk	

ELECTION WORKER'S MASTER RECORD

Date: 3/1/16

Check One: ☒ New Employee
☐ Change to Existing Employee

Vendor # _____

Position INSPECTOR

Name: SARA PINKMAN

Democrat ☐

Address: 54 MEDFORD STREET

Republican ☐

#301

Unenrolled ☒

Zip Code: 02474

Precinct 10

Alpha/Last Name: _____

Phone # 781-859-8433

Position Codes: 10 - Warden
20 - Deputy Warden
30 - Inspector
40 - Deputy Inspector
50 - Clerk

60 - Deputy Clerk
70 - Teller
80 - Substitute
90 - Custodian

ELECTION WORKER'S MASTER RECORD

Date: 2/25/16

Check One: ☒ New Employee
☐ Change to Existing Employee

Vendor # _____ Position Inspector
Name MARY E. TIERNEY Democrat _____
Address 4 WINDSOR ST. Republican _____
Apt. 1006 Unenrolled ☒
Zip Code 02474 Precinct 10
Alpha/Last Name _____ Phone # 781-690-5817

Position Codes:	10 Warden	60 Deputy Clerk
	20 Deputy Warden	70 Teller
	30 Inspector	80 Substitute
	40 Deputy Inspector	90 Custodian
	50 Clerk	

ELECTION WORKER'S MASTER RECORD

Date: 2/29/16

Check One: ☒ New Employee
☐ Change to Existing Employee

Vendor # _____
Name: Kim Maubach
Address: 2 Court St. Place
Wilmington
Zip Code: MA 02474
Alpha/Last Name: _____

Position Inspector
Democrat _____
Republican _____
Unenrolled ☒
Precinct 8
Phone # 617-460-0377

Position Codes:

10 - Warden
20 - Deputy Warden
30 - Inspector 128
40 - Deputy Inspector
50 - Clerk

60 - Deputy Clerk
70 - Teller
80 - Substitute
90 - Custodian

ELECTION WORKER'S MASTER RECORD

Date: 2/25/16

Check One: ☒ New Employee
☐ Change to Existing Employee

Vendor # _____ Position INSPECTOR

Name Ann WALTER Democrat _____

Address 10 BEVERLY ROAD Republican _____

_____ Unenrolled ☒

Zip Code 02474 Precinct 8

Alpha/Last Name _____ Phone # 781-646-5398

Position Codes:	10 Warden	60 Deputy Clerk
	20 Deputy Warden	70 Teller
	30 Inspector	80 Substitute
	40 Deputy Inspector	90 Custodian
	50 Clerk	



Town of Arlington, Massachusetts

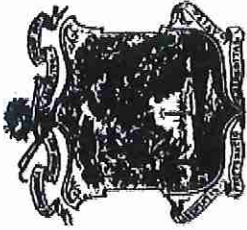
7:15 p.m. Blueberry Hill Lane

Summary:

- a) Request: Repair to Private Way
- b) Betterment Order

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Engineering_Cost_Estimate__Blueberry_Hill_Lane_Map.pdf	Engineering Cost Estimate, Abutters Map
▢ Reference Material	Contractor_Proposal.pdf	Contractor Proposal
▢ Reference Material	Abutter_Project_Approval__Abutter_List.pdf	Abutter List and Abutter Project Approval
▢ Reference Material	Abutter_Mailing_#1.pdf	Abutter Mailing #1
▢ Reference Material	Abutter_Mailing_#2.pdf	Abutter Mailing #2, Public Hearing Notice
▢ Reference Material	Blueberry_Hill_Lane.pdf	Betterment Order



TOWN OF ARLINGTON
Department of Public Works
51 Grove Street
Arlington, Massachusetts 02476
Office (781) 316-3320 Fax (781) 316-3281

Engineering Division

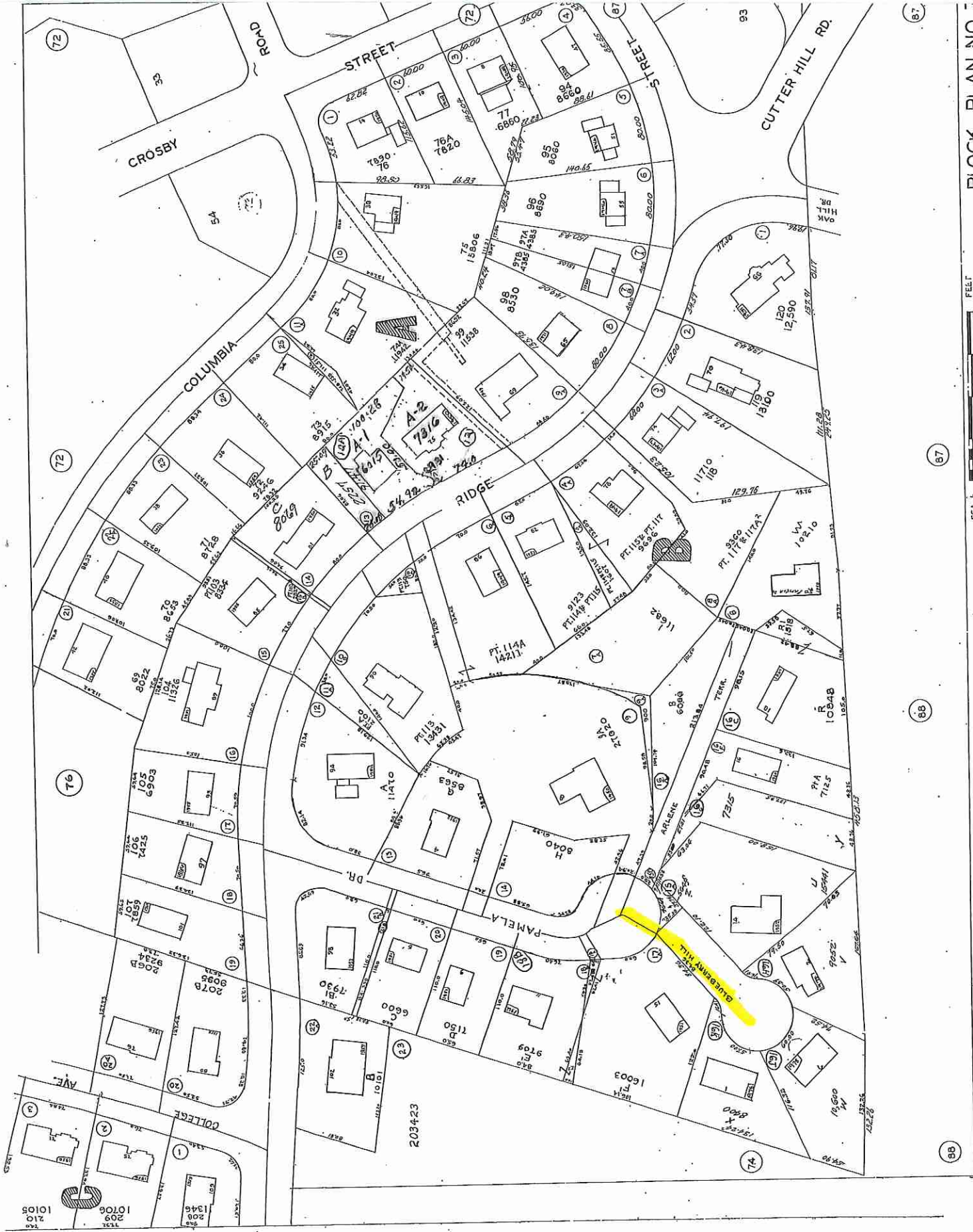
BLUEBERRY HILL LANE

EXCAVATE & REMOVE EXISTING ASPHALT & RECONSTRUCT PAVED ROADWAY

ITEM	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	AMOUNT
120.1	104	C.Y.	UNCLASSIFIED EXCAVATION	\$ 31.00	\$ 3,224.00
151	69	C.Y.	GRAVEL BORROW	\$ 35.00	\$ 2,415.00
170	625	S.Y.	FINE GRADING & COMPACTING	\$ 5.00	\$ 3,125.00
220.7	2	EA.	SEWER STRUCTURE ADJUSTED	\$ 300.00	\$ 600.00
220.1.2	1	EA.	DRAIN STRUCTURE ADJUSTED	\$ 300.00	\$ 300.00
358	2	EA.	WATER GATE BOX ADJUSTED	\$ 165.00	\$ 330.00
420	85	TON	BITUMINOUS CONCRETE BASE COURSE CLASS 1 @ 2 1/2"	\$ 90.00	\$ 7,650.00
460	52	TON	BITUMINOUS CONCRETE TOP COURSE CLASS 1 @ 1 1/2"	\$ 90.00	\$ 4,680.00
470.2	120	L.F.	HOT MIX ASPHALT BERM, TYPE A - MODIFIED	\$ 8.00	\$ 960.00
					\$ 23,284.00

Assumptions:

Note: These costs are approximate only and determined using the 2014-2015 Massachusetts Highway Department Weighted Bid Averages and available historical cost data. Costs may vary due to unforeseen conditions, weather related events and variable material costs. Final costs to be determined from a proposal submitted by a selected contractor. It is recommended to request a proposal from at least three (3) contractors to receive a fair and competitive quote.



From: Steven Kupiec skupiec@ejpaving.com
Subject: Blueberry Hill Ln Paving Estimate
Date: December 5, 2015 at 11:13 AM
To: Gary Shostak g.shostak@verizon.net

RECEIVED
SELECTMEN'S OFFICE
ARLINGTON MA 02174

JAN 11 10 21 AM '15

This message was sent via Estimate by Steven Kupiec. To reply click here: <mailto:skupiec@ejpaving.com>



To: Gary Shostak		Contact: Gary Shostak			
Address: 4 Pamela Dr		Phone:			
Arlington, MA		Fax:			
Project Name: Blueberry Hill Ln		Bid Number:			
Project Location:		Bid Date: 12/5/2015			
Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
120.1	Unclassified Excavation	104.00	CY	\$15.00	\$1,560.00
151	Gravel Borrow	49.00	CY	\$50.00	\$2,450.00
170	Fine Grading And Compacting	841.00	SY	\$1.50	\$1,261.50
220.1.2	Drain Structure Adjusted	1.00	EACH	\$1,500.00	\$1,500.00
220.7	Sewer Structure Adjusted	2.00	EACH	\$400.00	\$800.00
350	Water Gate Box Adjusted	2.00	EACH	\$200.00	\$400.00
420	Bituminous Concrete Base Course Class 1 @ 2 1/2"	117.00	TON	\$100.00	\$11,700.00
450	Bituminous Concrete Top Course Class @ 1 1/2" Thick	78.00	TON	\$100.00	\$7,800.00
Total Bid Price:					\$27,671.50

Notes:

- All Traffic Control, Safety Measures, Lane Closures, Diversions, Barriers, Protective Measures And Police Details Are Not The Responsibility Of EJ Paving.
- Prices Quoted By EJ Paving Do Not Include Any Cost Allocation Or Provision For Any Liabilities Encountered In The Work Area. Any Such Liabilities Are The Responsibility Of Others.
- CUSTOMER AGREES TO PAY ON DEMAND ALL COSTS AND EXPENSES INCURRED BY CONTRACTOR, INCLUDING REASONABLE ATTORNEY'S FEES IN COLLECTING THE UNPAID BALANCE OR AMOUNT OWED BY THE CUSTOMER (ONE PERCENT INTEREST WILL BE CHARGED ON UNPAID BALANCES OVER 30 DAYS).
- No Responsibility For Town Permits, Irrigation Damage, Landscaping, Roots, Stumps, Or Unstable Material.
- EJ Paving Is Not Responsible For Material Under Pavement That Cannot Reach Proper Compaction. Any Extra Excavating Of Un-pavable Material, Or Extra Gravel To Bring In To Complete Job Will Be Compensated As Time And Material And Considered Extra Work.

Payment Terms:

Full Payment Due At Completion Of Job. No Retainage To Be Held

*Contingent on approval by Arlington
Board of Selectmen (9/5)*

ACCEPTED: The above prices, specifications and conditions are satisfactory and hereby accepted. Buyer: Signature: <i>Gary Shostak</i> Date of Acceptance: <i>1/11/16</i>	CONFIRMED: EJ Paving Co. Inc. Authorized Signature: Estimator: Steven Kupiec (978) 686-4500 skupiec@ejpaving.com
---	---

ABUTTER ADDRESS	NAME	Y/N	TOTAL PRICE	1/3 AMOUNT	PAID	BALANCE	PAID
14 PAMELA DRIVE	SIRRINGHAUS	Y	\$5,534.30	\$1,844.77			
15 PAMELA DRIVE	BARTLE	Y	\$5,534.30	\$1,844.77			
1 BLUEBERRY HILL	SCOTT	Y	\$5,534.30	\$1,844.77			
2 BLUEBERRY HILL	ZHANG ZHIJUN	Y	\$5,534.30	\$1,844.77			
6 BLUEBERRY HILL	KOCUR/WOODWORTI	Y	\$5,534.30	\$1,844.77			
TOTALS			\$27,671.50	\$9,223.85	0		0

14 PAMELA DR 73.0-2-15.A
SIRRINGHAUS WINFRED
SIRRINGHAUS URSULA
14 PAMELA DRIVE
ARLINGTON, MA 02474

15 PAMELA DR 73.0-2-18.A
BARTLE DYLAN C/ETAL
BARTLE LAURA M
15 PAMELA DRIVE
ARLINGTON, MA 02474

2 BLUEBERRY HILL LN 73.0-2-16.H
ZHANG ZHIJUN
XU PENG
2 BLUEBERRY HILL LANE
ARLINGTON, MA 02474

6 BLUEBERRY HILL LN 73.0-2-16.J
KOCUR GEORGE
WOODWORTH KATHERINE
6 BLUEBERRY HILL LANE
ARLINGTON, MA 02474

1 BLUEBERRY HILL LN 73.0-2-16.K
SCOTT CHRISTOPHER/ETAL
SCOTT LESLIE L
66 BUCKSKIN DRIVE
WESTON, MA 02493

I hereby certify that this list
has been prepared in accordance with
Chapter 40A, Sec 11 of MGL.

1/12/16
Date

Paul C. Fealy
Board of Assessors
Robert E. Greeley
[Signature]

OFFICE OF THE BOARD OF SELECTMEN



TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

January 21, 2016

Dear Resident:

The Arlington Board of Selectmen's Office is in receipt of a private way repair petition from two-thirds of the abutters of the private way known as Blueberry Hill Lane. There will be a public hearing on this petition received in accordance with Arlington Town Bylaws, "Repairs to Private Ways" at a future date.

The total estimated cost of the work to be done is \$27,671.50. The estimated assessment, per lot, to the abutting property owners is \$5,534.30. If the Selectmen approve the project, one-third of the total estimated cost, \$1,844.77, is required prior to the start of the project. The remaining balance will be due upon completion, or if you choose, it can be assessed on your tax bill for payment over a five year period with interest, in accordance with M.G.L. Chapter 80, the Betterment Act.

Should you have any questions regarding this, please do not hesitate to contact me. Enclosed, please find a copy of "Repairs to Private Ways" of the Town Bylaws, a response sheet, and a self addressed envelope.

Very truly yours,
BOARD OF SELECTMEN

Marie A. Krepelka
Board Administrator

MAK:fr

Enclosures

Lot No.

**KINDLY CHECK ONE OF THE TWO BLOCKS BELOW AND RETURN TO
THE OFFICE OF THE BOARD OF SELECTMEN IN THE ENCLOSED
ENVELOPE BY FRIDAY, FEBRUARY 26, 2016.**

I am in favor of repairs to the private way known as Blueberry Hill Lane
at an estimated per lot cost of \$5,534.30. Total estimated cost of the work ☐
to be done is \$27,671.50, as stated in the proposal provided by Steven Kupiec with the
applicants' submittal received at the Selectmen's Office on January 11, 2016.

I am opposed to repairs to the private way known as Blueberry Hill Lane. ☐

Signed _____

Date _____

Printed Name _____

Address _____

TOWN BYLAWS – REPAIRS TO PRIVATE WAYS

ARTICLE 3

REPAIRS TO PRIVATE WAYS

Section 1. Classification

The Town Engineer and the Director of Public Works upon request of the Board of Selectmen acting in its capacity as the Board of Public Works shall recommend the classification of private ways in the Town according to the state of their construction and repair. The Board may then adopt such classifications with any modifications it may deem appropriate.

Section 2. Definition and Authorization

(ART. 20, ATM – 05/04/92) (ART. 23, ATM – 04/28/04)

The Board may vote to direct the Town Manager to make temporary repairs to private ways. Temporary repairs shall be limited to the filling of potholes, temporary patching, skimcoating, thin asphalt overlays, armor coating and grading of dirt roadways providing however, in the case of said grading, the petitioners agree to enter into a contract with a private contractor or the Town to pave the roadway forthwith. Drainage may be included when necessary as determined by the Public Works Director, to prevent further erosion.

Section 3. Criteria

(ART. 35, ATM – 05/18/05)

The Board shall in making its determination as to the advisability of making temporary repairs take into consideration the following factors:

- A. The accessibility of the properties on the private ways to emergency vehicles such as police, fire and rescue.
- B. The volume of traffic that utilizes the private way i.e. deadend as opposed to feeder or connecting streets.
- C. The percentage of abutters on the particular private way petitioning the Board for the repairs.
- D. The number of years that the way shall have been open to public use.
- E. Such other considerations that the Board deems appropriate.
- F. Public Safety.

Section 4. Petition

The Board of Selectmen shall consider any private way or portion thereof for temporary repairs after having been petitioned to do so by at least two-thirds of the total number of abutting property owners on the Private Way who directly abut the portion to be considered for temporary repairs.

The Board may after careful consideration, elect to do the entire portion which was petitioned for, or a lesser portion, provided at least two-thirds of the abutting property owners on the lesser portion to be done are in favor of such action. The Board shall upon receipt of a petition with at least two-thirds of the abutters' signatures affixed thereto shall hold a public hearing on the advisability of ordering the repairs and the kind and extent thereof. All abutters shall be given written notice of the hearing not less than seven (7) days prior thereto.

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Notwithstanding the provisions of Section 4 above, the Board may also consider a number of private ways for repair as a whole project when these private ways are ways where a majority of abutters are members of an association of abutters whose major purpose has been the maintenance and repair of those ways upon which these members' properties abut.

The Board may only consider these private ways to be repaired as a whole project when having been petitioned by two-thirds of the total number of abutters who abut all of the ways represented by the association. The Board upon receipt of such a petition shall hold a public hearing on the advisability of ordering the repairs and the kind and extent thereof. All of the abutters on all of the ways represented shall be given written notice of the hearing not less than seven days prior thereto.

Section 6. Assessment of costs

(ART. 23, ATM – 04/28/04) (ART. 35, ATM – 05/18/05)

The costs of all labor and materials and processing shall be assessed equally to all abutters on the private way, or portion thereof, or if the Board votes to order any repairs pursuant to a petition filed under Section 5 all the abutters on all the private ways to be repaired without regard to linear frontage.

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the cost (including Town oversight and administration costs) of any bond issued to fund the repair in question. The Assessors in conjunction with the Town Tax Collector will commit such amount to the respective abutters property tax bill and the Engineering Division of the Public Works Department will cause same to be recorded at the Registry of Deeds so that same runs with the land.

Section 8. Liability

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There shall be a limitation of liability on the Town of Five Hundred (\$500.00) Dollars for any damages arising from any negligent repair of the private way which shall include damage from surface water run-off.

No repair shall be commenced until all the petitioners have signed an agreement with the Town holding the Town harmless from any additional damages arising from any negligent repair and providing evidence of insurance to the satisfaction of the Town. However, nothing in this paragraph shall excuse the Town from damages to property caused by the Town or agents thereof, during the repair process.

OFFICE OF THE BOARD OF SELECTMEN

KEVIN F. GREELEY, CHAIR
DIANE M. MAHON, VICE CHAIR
DANIEL J. DUNN
STEVEN M. BYRNE
JOSEPH A. CURRO, JR.



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

February 17, 2016

To Residents of Blueberry Hill Lane:

The Arlington Board of Selectmen will hold a public hearing on a petition received from two-thirds of the abutters of the private way known as Blueberry Hill Lane in accordance with Arlington Town bylaws, "Repairs to Private Ways", on **Monday, March 7, 2016, at 7:15 p.m. in the Selectmen's Chambers, 2nd Floor, Town Hall, 730 Massachusetts Avenue, Arlington, MA.**

The purpose of the public hearing is to determine if the repairs should be made. The public hearing will provide property owners an opportunity to be heard on the matter prior to the Selectmen taking action on the petition.

The total estimated cost of the work to be performed is \$27,671.50. The estimated assessment, per lot, to the abutting property owners is \$5,534.30 per lot. If the Selectmen approve the project, one-third of the total estimated cost (\$1,844.77 per lot) is required by certified check or money order prior to the start of the project. The remaining balance will be due upon completion, or if you choose, it can be assessed on your tax bill for payment over a **five-year period with interest**, in accordance with the M.G.L. Chapter 80, The Betterment Act.

Should you have any questions regarding this, please do not hesitate to contact me. Enclosed please find a copy of the Town bylaws, and a copy of the public hearing notice.

Very truly yours,
BOARD OF SELECTMEN

A handwritten signature in cursive script that reads "Marie A. Krepelka".

Marie A. Krepelka
Board Administrator

MAK:fr
Enclosures

S:\Private Ways\Blueberry Hill Lane.doc

(PLACE TOWN SEAL HERE PLEASE)

Legal Notice
BOARD OF SELECTMEN
PRIVATE WAY REPAIR
PUBLIC HEARING

At 7:15 p.m. Monday, March 7, 2016, there will be a public hearing at the Selectmen's Chambers, Town Hall, 730 Massachusetts Avenue, Arlington, MA, on a petition received from two-thirds of the abutters of the private way known as Blueberry Hill Lane in accordance with Arlington Town bylaws, "Repairs to Private Ways". The purpose of the public hearing is to determine if funds from the Private Way Account should be expended for said roadway.

Per Order of
The Board of Selectmen

Arlington Advocate publication:
February 25, 2016
March 3, 2016

TOWN BYLAWS – REPAIRS TO PRIVATE WAYS

ARTICLE 3

REPAIRS TO PRIVATE WAYS

Section 1. Classification

The Town Engineer and the Director of Public Works upon request of the Board of Selectmen acting in its capacity as the Board of Public Works shall recommend the classification of private ways in the Town according to the state of their construction and repair. The Board may then adopt such classifications with any modifications it may deem appropriate.

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(ART. 20, ATM – 05/04/92) (ART. 23, ATM – 04/28/04)

The Board may vote to direct the Town Manager to make temporary repairs to private ways. Temporary repairs shall be limited to the filling of potholes, temporary patching, skimcoating, thin asphalt overlays, armor coating and grading of dirt roadways providing however, in the case of said grading, the petitioners agree to enter into a contract with a private contractor or the Town to pave the roadway forthwith. Drainage may be included when necessary as determined by the Public Works Director, to prevent further erosion.

Section 3. Criteria

(ART. 35, ATM – 05/18/05)

The Board shall in making its determination as to the advisability of making temporary repairs take into consideration the following factors:

- A. The accessibility of the properties on the private ways to emergency vehicles such as police, fire and rescue.
- B. The volume of traffic that utilizes the private way i.e. deadend as opposed to feeder or connecting streets.
- C. The percentage of abutters on the particular private way petitioning the Board for the repairs.
- D. The number of years that the way shall have been open to public use.
- E. Such other considerations that the Board deems appropriate.
- F. Public Safety.

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No repair shall be commenced until all the petitioners have signed an agreement with the Town holding the Town harmless from any additional damages arising from any negligent repair and providing evidence of insurance to the satisfaction of the Town. However, nothing in this paragraph shall excuse the Town from damages to property caused by the Town or agents thereof, during the repair process.

TOWN OF ARLINGTON
MIDDLESEX COUNTY, MASSACHUSETTS

March 7, 2016

Order relating to Blueberry Hill Lane Roadway Improvements.

Moved and Seconded that the Board of Selectmen acting pursuant to G.L. c. 40 § 6N, c. 80 §§ 1-16, and Article 3 of Title III "Repairs to Private Ways" of the Bylaws, hereby issue the following order to assess betterments for Blueberry Hill Lane.

- (1) Betterments are to be assessed for work done in accordance with the project entitled "Blueberry Hill Lane, Private Street Repair Project".
- (2) Betterments shall be assessed equally upon each parcel of land benefiting from such roadway improvements based upon the number of parcels whose address, as assigned by the Town Engineering Department is on Blueberry Hill Lane.
- (3) Betterment Costs, currently estimated at \$27,671.50 shall be assessed over a five year period at an interest rate not to exceed 5%; and
- (4) Final assessment of betterment costs shall be determined after the work is completed in accordance with the above Plan and as accepted by the Town.

By Order, Board of Selectmen

Kevin F. Greeley, Chairman

Diane M. Mahon, Vice Chair

Daniel J. Dunn

Steven M. Byrne

Joseph A. Curro, Jr.



Town of Arlington, Massachusetts

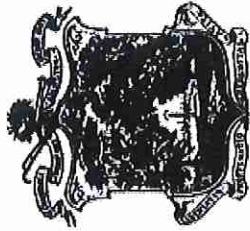
7:15 p.m. Pamela Drive

Summary:

- a) Request: Repair to Private Way
- b) Betterment Order

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Engineering_Cost_Estimate__Pamela_Drive_Map.pdf	Engineering Cost Estimate, Abutters Map
▢ Reference Material	Contractor_Proposal.pdf	Contractor Proposal
▢ Reference Material	Abutter_Project_Approval_and_Abutter_List.pdf	Abutter Project Approval, Abutter list
▢ Reference Material	Mailing_#1.pdf	Abutter Mailing #1
▢ Reference Material	Mailing_#2.pdf	Abutter Mailing #2 with Public Hearing Notice
▢ Reference Material	Betterment_Order.pdf	Betterment Order



TOWN OF ARLINGTON
Department of Public Works

51 Grove Street

Arlington, Massachusetts 02476

Office (781) 316-3320 Fax (781) 316-3281

Engineering Division

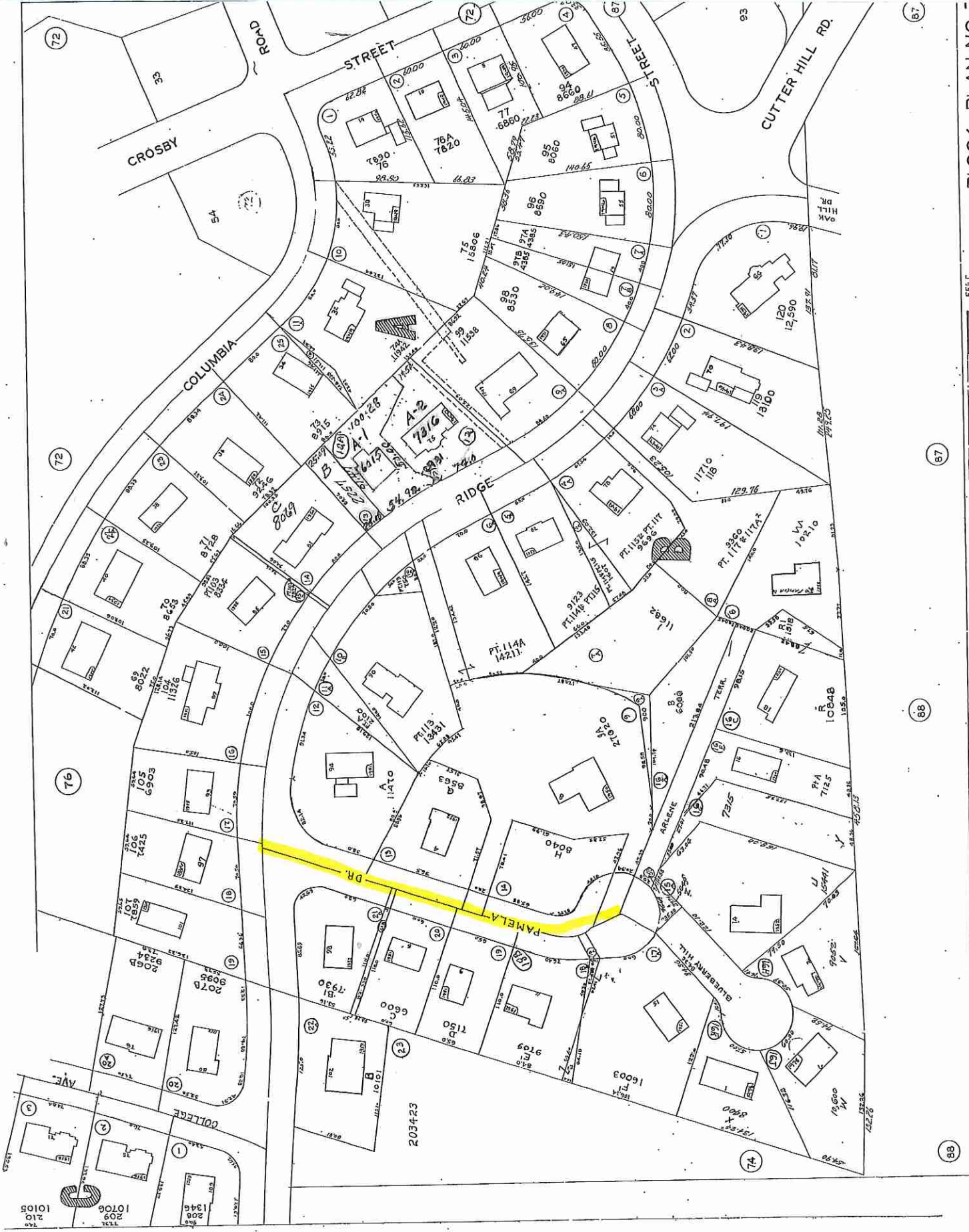
PAMELA DRIVE

EXCAVATE & REMOVE EXISTING ASPHALT & RECONSTRUCT PAVED ROADWAY

ITEM	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	AMOUNT
120.1	183	C.Y.	UNCLASSIFIED EXCAVATION	\$ 31.00	\$ 5,673.00
151	120	C.Y.	GRAVEL BORROW	\$ 35.00	\$ 4,200.00
170	1096	S.Y.	FINE GRADING & COMPACTING	\$ 5.00	\$ 5,480.00
220.7	3	EA.	SEWER STRUCTURE ADJUSTED	\$ 300.00	\$ 900.00
358	2	EA.	WATER GATE BOX ADJUSTED	\$ 165.00	\$ 330.00
420	135	TON	BITUMINOUS CONCRETE BASE COURSE CLASS 1 @ 2 1/2"	\$ 90.00	\$ 12,150.00
460	76	TON	BITUMINOUS CONCRETE TOP COURSE CLASS 1 @ 1 1/2"	\$ 90.00	\$ 6,840.00
470.2	55	L.F.	HOT MIX ASPHALT BERM, TYPE A - MODIFIED	\$ 8.00	\$ 440.00
					\$ 36,013.00

Assumptions:

Note: These costs are approximate only and determined using the 2014-2015 Massachusetts Highway Department Weighted Bids Averages and available historical data. Costs may vary due to unforeseen conditions, weather related events and variable material costs. Final costs to be determined from a proposal submitted by a selected contractor. It is recommended to request a proposal from at least three (3) contractors to receive a fair and competitive quote.



SCALE 0 40 80 FEET

BLOCK PLAN NO. 7

From: Steven Kupiec skupiec@ejpaving.com
Subject: Pamela Dr Paving Estimate
Date: December 5, 2015 at 11:06 AM
To: Gary Shostak g.shostak@verizon.net

RECEIVED
SELECTMEN'S OFFICE
ARLINGTON, MA 02174
JAN 11 10 21 AM '15

This message was sent via Estimate by Steven Kupiec. To reply click here: <mailto:skupiec@ejpaving.com>



To:	Gary Shostak	Contact:	Gary Shostak
Address:	4 Pamela Dr Arlington, MA	Phone:	
		Fax:	
Project Name:	Pamela Dr Paving Estimate	Bid Number:	
Project Location:		Bid Date:	12/5/2015

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
120.1	Unclassified Excavation	183.00	CY	\$15.00	\$2,745.00
134	Gravel Borrow	120.00	CY	\$50.00	\$6,000.00
170	Fine Grading And Compacting	1,171.00	SY	\$1.50	\$1,756.50
220.7	Sewer Structure Adjusted	3.00	EACH	\$400.00	\$1,200.00
358	Water Gate Adjusted	2.00	EACH	\$200.00	\$400.00
420	Bituminous Concrete Base Course Class 1 @ 2 1/2"	163.00	TON	\$100.00	\$16,300.00
460	Bituminous Concrete Top Course Class 1 @ 1 1/2"	96.00	TON	\$100.00	\$9,600.00
470.2	Hot Mix Asphalt Barm Type A- Modified	55.00	LF	\$10.00	\$550.00
Total Bid Price:					\$38,551.50

Notes:

- All Traffic Control, Safety Measures, Lane Closures, Diversions, Barriers, Protective Measures And Police Details Are Not The Responsibility Of EJ Paving.
- Prices Quoted By EJ Paving Do Not Include Any Cost Allocation Or Provision For Any Ledge Encountered In The Work Area. Any Such Ledge Is The Responsibility Of Others.
- CUSTOMER AGREES TO PAY ON DEMAND ALL COSTS AND EXPENSES INCURRED BY CONTRACTOR, INCLUDING REASONABLE ATTORNEY'S FEES IN COLLECTING THE UNPAID BALANCE OR AMOUNT OWED BY THE CUSTOMER (ONE PERCENT INTEREST WILL BE CHARGED ON UNPAID BALANCES OVER 30 DAYS).
- No Responsible For Town Permits, Irrigation Damage, Landscaping, Roots, Stumps, Or Unsuitable Material.
- E.J. Paving Is Not Responsible For Material Under Pavement That Cannot Reach Proper Compaction. Any Extra Excavating Of Un-suitable Material, Or Extra Gravel To Bring In To Complete Job Will Be Compensated As Time And Material And Considered Extra Work.

Payment Terms:

Full Payment Due At Completion Of Job. No Retainage To Be Held

*Contingent on approval by Arlington
Board of Selectmen*

ACCEPTED: The above prices, specifications and conditions are satisfactory and hereby accepted. Buyer: Signature: <i>Gary Shostak</i> Date of Acceptance: <i>1/11/16</i>	CONFIRMED: EJ Paving Co. Inc. Authorized Signature: Estimator: Steven Kupiec (978) 686-4500 skupiec@ejpaving.com
--	--

ABUTTER ADDRESS	NAME	Y/N	TOTAL PRICE	1/3 AMOUNT	PAID	BALANCE	PAID
94 RIDGE ST.	CATALDO	Y	\$4,283.50	\$1,427.83			
98 RIDGE ST.	EGLER/PEARSON	Y	\$4,283.50	\$1,427.83			
4 PAMELA DRIVE	SHOSTAK	Y	\$4,283.50	\$1,427.83			
5 PAMELA DRIVE	AMIDON/MARKUS	Y	\$4,283.50	\$1,427.83			
8 PAMELA DRIVE #14	GOODWIN/SMITH	Y	\$4,283.50	\$1,427.83			
8 PAMELA DRIVE # 9	GOODWIN/SMITH	Y	\$4,283.50	\$1,427.83			
9 PAMELA DRIVE	HERR/PADILLA	Y	\$4,283.50	\$1,427.83			
11 PAMELA DRIVE	TYRRELL		\$4,283.50	\$1,427.83			
15 PAMELA DRIVE	BARTLE	Y	\$4,283.50	\$1,427.83			
TOTALS			\$38,551.50		0		0

8 PAMELA DR 73.0-2-9.0
SMITH SIDNEY L--ETAL
GOODWIN NANCY C
8 PAMELA DRIVE
ARLINGTON, MA 02474

15 PAMELA DR 73.0-2-18.A
BARTLE DYLAN C/ETAL
BARTLE LAURA M
15 PAMELA DRIVE
ARLINGTON, MA 02474

LOT--- PAMELA DR 73.0-2-21.A
TOWN OF ARLINGTON TAX POSS
730 MASS AVE
ARLINGTON, MA 02476

94 RIDGE ST 73.0-2-12.0
CATALDO JOHN A
94 RIDGE ST
ARLINGTON, MA 02474

11 PAMELA DR 73.0-2-18.B
TYRRELL KERRY K
11 PAMELA DRIVE
ARLINGTON, MA 02474

98 RIDGE ST 73.0-2-21.B
EGLER LESLEY
PEARSON BRIAN
98 RIDGE ST
ARLINGTON, MA 02474

4 PAMELA DR 73.0-2-13.0
SHOSTAK GARY & CANDACE L
4 PAMELA DRIVE
ARLINGTON, MA 02474

9 PAMELA DR 73.0-2-19.0
HERR ROBERT S
PADILLA TANALIS
9 PAMELA DRIVE
ARLINGTON, MA 02474

LOT--- PAMELA DR 73.0-2-14.0
SMITH SIDNEY L--ETAL
GOODWIN NANCY C
8 PAMELA DRIVE
ARLINGTON, MA 02474

5 PAMELA DR 73.0-2-20.0
AMIDON BRAD W
MARKUS MICHELLE A
5 PAMELA DRIVE
ARLINGTON, MA 02474

I hereby certify that this list
has been prepared in accordance with
Chapter 40A, Sec 11 of MGL.

Kevin C. Fealy
Board Assessor
Robert E. Dineen
[Signature]

1/12/16
Date

OFFICE OF THE BOARD OF SELECTMEN



TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

January 21, 2016

Dear Resident:

The Arlington Board of Selectmen's Office is in receipt of a private way repair petition from two-thirds of the abutters of the private way known as Pamela Drive. There will be a public hearing on this petition received in accordance with Arlington Town Bylaws, "Repairs to Private Ways" at a future date.

The total estimated cost of the work to be done is \$38,551.50. The estimated assessment, per lot, to the abutting property owners is \$4,283.50. If the Selectmen approve the project, one-third of the total estimated cost, \$1,427.83 is required prior to the start of the project. The remaining balance will be due upon completion, or if you choose, it can be assessed on your tax bill for payment over a five year period with interest, in accordance with M.G.L. Chapter 80, the Betterment Act.

Should you have any questions regarding this, please do not hesitate to contact me. Enclosed, please find a copy of "Repairs to Private Ways" of the Town Bylaws, a response sheet, and a self addressed envelope.

Very truly yours,
BOARD OF SELECTMEN

Marie A. Krepelka
Board Administrator

MAK:fr

Enclosures

Lot No.

KINDLY CHECK ONE OF THE TWO BLOCKS BELOW AND RETURN TO THE OFFICE OF THE BOARD OF SELECTMEN IN THE ENCLOSED ENVELOPE BY FRIDAY, FEBRUARY 26, 2016.

I am in favor of repairs to the private way known as Pamela Drive at an estimated per lot cost of \$4,283.50. Total estimated cost of the work ☐ to be done is \$38,551.50, as stated in the proposal provided by Steven Kupiec with the applicants' submittal received at the Selectmen's Office on January 11, 2016.

I am opposed to repairs to the private way known as Pamela Drive. ☐

Signed _____

Date _____

Printed Name _____

Address _____

TOWN BYLAWS – REPAIRS TO PRIVATE WAYS

ARTICLE 3

REPAIRS TO PRIVATE WAYS

Section 1. Classification

The Town Engineer and the Director of Public Works upon request of the Board of Selectmen acting in its capacity as the Board of Public Works shall recommend the classification of private ways in the Town according to the state of their construction and repair. The Board may then adopt such classifications with any modifications it may deem appropriate.

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OFFICE OF THE BOARD OF SELECTMEN

KEVIN F. GREELEY, CHAIR
DIANE M. MAHON, VICE CHAIR
DANIEL J. DUNN
STEVEN M. BYRNE
JOSEPH A. CURRO, JR.



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

February 17, 2016

To Residents of Pamela Drive:

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Very truly yours,
BOARD OF SELECTMEN

A handwritten signature in cursive script, reading "Marie A. Krepelka".

Marie A. Krepelka
Board Administrator

MAK:fr
Enclosures

S:\Private Ways\Pamela Drive.doc

(PLACE TOWN SEAL HERE PLEASE)

Legal Notice
BOARD OF SELECTMEN
PRIVATE WAY REPAIR
PUBLIC HEARING

At 7:15 p.m. Monday, March 7, 2016, there will be a public hearing at the Selectmen's Chambers, Town Hall, 730 Massachusetts Avenue, Arlington, MA, on a petition received from two-thirds of the abutters of the private way known as Pamela Drive in accordance with Arlington Town bylaws, "Repairs to Private Ways". The purpose of the public hearing is to determine if funds from the Private Way Account should be expended for said roadway.

Per Order of
The Board of Selectmen

Arlington Advocate publication:
February 25, 2016
March 3, 2016

TOWN BYLAWS – REPAIRS TO PRIVATE WAYS

ARTICLE 3

REPAIRS TO PRIVATE WAYS

Section 1. Classification

The Town Engineer and the Director of Public Works upon request of the Board of Selectmen acting in its capacity as the Board of Public Works shall recommend the classification of private ways in the Town according to the state of their construction and repair. The Board may then adopt such classifications with any modifications it may deem appropriate.

Section 2. Definition and Authorization

(ART. 20, ATM-05/04/92) (ART. 23, ATM-04/28/04)

The Board may vote to direct the Town Manager to make temporary repairs to private ways. Temporary repairs shall be limited to the filling of potholes, temporary patching, skimcoating, thin asphalt overlays, armor coating and grading of dirt roadways providing however, in the case of said grading, the petitioners agree to enter into a contract with a private contractor or the Town to pave the roadway forthwith. Drainage may be included when necessary as determined by the Public Works Director, to prevent further erosion.

Section 3. Criteria

(ART. 35, ATM-05/18/05)

The Board shall in making its determination as to the advisability of making temporary repairs take into consideration the following factors:

- A. The accessibility of the properties on the private ways to emergency vehicles such as police, fire and rescue.
- B. The volume of traffic that utilizes the private way i.e. deadend as opposed to feeder or connecting streets.
- C. The percentage of abutters on the particular private way petitioning the Board for the repairs.
- D. The number of years that the way shall have been open to public use.
- E. Such other considerations that the Board deems appropriate.
- F. Public Safety.

Section 4. Petition

The Board of Selectmen shall consider any private way or portion thereof for temporary repairs after having been petitioned to do so by at least two-thirds of the total number of abutting property owners on the Private Way who directly abut the portion to be considered for temporary repairs.

The Board may after careful consideration, elect to do the entire portion which was petitioned for, or a lesser portion, provided at least two-thirds of the abutting property owners on the lesser portion to be done are in favor of such action. The Board shall upon receipt of a petition with at least two-thirds of the abutters' signatures affixed thereto shall hold a public hearing on the advisability of ordering the repairs and the kind and extent thereof. All abutters shall be given written notice of the hearing not less than seven (7) days prior thereto.

Section 5. Alternate Petition

Notwithstanding the provisions of Section 4 above, the Board may also consider a number of private ways for repair as a whole project when these private ways are ways where a majority of abutters are members of an association of abutters whose major purpose has been the maintenance and repair of those ways upon which these members' properties abut.

The Board may only consider these private ways to be repaired as a whole project when having been petitioned by two-thirds of the total number of abutters who abut all of the ways represented by the association. The Board upon receipt of such a petition shall hold a public hearing on the advisability of ordering the repairs and the kind and extent thereof. All of the abutters on all of the ways represented shall be given written notice of the hearing not less than seven days prior thereto.

Section 6. Assessment of costs

(ART. 23, ATM - 04/28/04) (ART. 35, ATM - 05/18/05)

The costs of all labor and materials and processing shall be assessed equally to all abutters on the private way, or portion thereof, or if the Board votes to order any repairs pursuant to a petition filed under Section 5 all the abutters on all the private ways to be repaired without regard to linear frontage.

A *one-third deposit* of the total estimated cost of the completion of the repair project shall be required before any work can be commenced. All remaining costs shall be apportioned, assessed and collected on a per-property basis pursuant to the procedures provided in Chapter 80 of the General Laws, the Betterment Act, including the placing of liens on the affected property and the collection of apportioned costs by means of property tax collection.

Any and all such deposits shall be deducted from the equalized share of the property owners actually paying.

Section 7. Collection of Apportioned Share

(ART. 35, ATM - 05/18/05)

The Board of Selectmen before authorizing any repairs shall adopt a formal Betterment Order which shall require each abutter to pay his/her property's unpaid apportioned share of the repair cost over a five-year period to include interest at 5 percent or 2 percent above

the cost (including Town oversight and administration costs) of any bond issued to fund the repair in question. The Assessors in conjunction with the Town Tax Collector will commit such amount to the respective abutters property tax bill and the Engineering Division of the Public Works Department will cause same to be recorded at the Registry of Deeds so that same runs with the land.

Section 8. Liability

(ART. 35, ATM – 05/18/05) (ART. 19, ATM – 05/04/92)

There shall be a limitation of liability on the Town of Five Hundred (\$500.00) Dollars for any damages arising from any negligent repair of the private way which shall include damage from surface water run-off.

No repair shall be commenced until all the petitioners have signed an agreement with the Town holding the Town harmless from any additional damages arising from any negligent repair and providing evidence of insurance to the satisfaction of the Town. However, nothing in this paragraph shall excuse the Town from damages to property caused by the Town or agents thereof, during the repair process.

TOWN OF ARLINGTON
MIDDLESEX COUNTY, MASSACHUSETTS

March 7, 2016

Order relating to Pamela Drive Roadway Improvements.

Moved and Seconded that the Board of Selectmen acting pursuant to G.L. c. 40 § 6N, c. 80 §§ 1-16, and Article 3 of Title III "Repairs to Private Ways" of the Bylaws, hereby issue the following order to assess betterments for Pamela Drive.

- (1) Betterments are to be assessed for work done in accordance with the project entitled "Pamela Drive, Private Street Repair Project".
- (2) Betterments shall be assessed equally upon each parcel of land benefiting from such roadway improvements based upon the number of parcels whose address, as assigned by the Town Engineering Department is on Pamela Drive.
- (3) Betterment Costs, currently estimated at \$38,551.50 shall be assessed over a five year period at an interest rate not to exceed 5%; and
- (4) Final assessment of betterment costs shall be determined after the work is completed in accordance with the above Plan and as accepted by the Town.

By Order, Board of Selectmen

Kevin F. Greeley, Chairman

Diane M. Mahon, Vice Chair

Daniel J. Dunn

Steven M. Byrne

Joseph A. Curro, Jr.



Town of Arlington, Massachusetts

Open Space Committee

Summary:

Kelsey Cowen

Gwendolyn Richter

(terms to expire 6/30/2019)

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Open_Space_Committee_Appointments.pdf	Town Manager Recommendation, Resumes and Meeting Notices for Appointees



Town of Arlington
Office of the Town Manager

Adam W. Chapdelaine
Town Manager

730 Massachusetts Avenue
Arlington MA 02476-4908
Phone (781) 316-3010
Fax (781) 316-3019
E-mail: achapdelaine@town.arlington.ma.us

MEMORANDUM

DATE: March 2, 2016
TO: Board Members
SUBJECT: Appointment to Open Space Committee

This memo is to request the Board's approval of my appointment of Kelsey Cowen, 1275 Massachusetts Avenue, to the Open Space Commission with a term expiration date of 6/30/2019.

Adam Chapdelaine
Town Manager

Kelsey Cowen
1275 Massachusetts Avenue
Arlington, MA 02476

Adam Chapdelaine
Town Manager
Town of Arlington
730 Massachusetts Avenue
Arlington, MA 02476

Dear Mr. Chapdelaine,

I am writing to you in the hopes of becoming a new member to the Open Space Committee for the Town of Arlington. Although I am a new resident of the Town of Arlington, I have been a volunteer with the Open Space Committee for the majority of my residency. I have attended several meetings, and I feel as though my contributions to the discussion are valuable and well-received.

When I first began working with the Open Space Committee in September, I was newly graduated from college and looking for experience in community outreach and planning. My bachelor's degree is in Physics, but I have a certificate in Coastal and Marine Sciences, which has gave me academic experience in natural resource management, marine ecology, and policy analysis. In learning some of these disciplines, I discovered a strong desire to work closely with communities to encourage them to have a long-lasting and beneficial relationship with their natural resources. Volunteering with the Open Space Committee has given me an opportunity to do that, and I am enthusiastic about the possibility of joining them in their mission as an official member.

I know that Arlington is currently seeing an influx of new and younger residents. I fit into both of these categories, and I hope to bring that perspective to the Open Space Committee as they move forward with their projects. I will bring experience in community outreach and education, data analysis, and project management to the Open Space Committee, as well as considerable energy and drive.

I hope you will take the time to look through my resume, as I feel several of my past experiences will aid me should I become a member of the Open Space Committee.

Thank you for your consideration,

Kelsey Cowen

Kelsey Cowen

1275 Massachusetts Avenue ♦ Arlington, MA 02476 ♦ C: 603-296-7474 ♦ kelseycowen@gmail.com

EDUCATION:

Bachelor of Arts, Physics, cum laude
Mount Holyoke College, South Hadley, MA

GPA: 3.68

ACADEMIC ACCOMPLISHMENTS:

Member: Sigma Pi Sigma, the Physics Honors Society
Five College Certificate: Coastal and Marine Sciences

RELEVANT SKILLS:

- **Microsoft Office:** Word, Excel, PowerPoint
- **Programming:** Python, MATLAB, Mathematica
- **GIS:** ESRI ArcMap
- **Operating Systems:** Windows, Mac OS, Linux
- **Communication:** Academic and blog writing, Infographic and Wordpress web design, Presentations
- **Project Management:** Facilitating group meetings, Writing project proposals, Communicating with project stakeholders, Developing logic models

DATA ANALYSIS EXPERIENCE:

Independent Study, Mount Holyoke Physics Department, South Hadley, MA January 2015-May 2015

- Learned Python to build a computational model of the stages of chaotic pendulum movement
- Troubleshoot lines of code to optimize the model

Intern, University of New Hampshire Cooperative Extension, Durham, NH June-August 2014

- Designed infographics based on research findings for public outreach use
- Troubleshoot research protocol for data accuracy and to use with citizen science volunteers
- Generated GIS maps and figures for primary data reports

NSF REU Intern, Bermuda Institute of Ocean Sciences, St. George, BDA August-November 2013

- Analyzed oceanic property data using quantitative and qualitative techniques to distinguish climate variability in the North Atlantic Ocean
- Created research project website: oceancirculation.wordpress.com
- Awarded 2nd place (out of 8) in presentation contest as judged by outside scientists

OUTREACH AND PROJECT MANAGEMENT EXPERIENCE:

Volunteer, Conservation Commission, Arlington, MA August 2015-Present

- Completed an initial project proposal for a connective route system for Arlington's open spaces
- In charge of stakeholder and volunteer communications to convey project status and next steps
- Responsible for designing effective public engagement programs in Arlington conservation issues

Educator, Mount Holyoke Chemistry Passport Program September 2014-May 2015

- Worked with a team to develop and teach science engagement workshops for K-6 students
- Designed and distributed program evaluations to determine potential for improvement

RELEVANT PROFESSIONAL WORKSHOPS:

Strengthening Your Facilitation Skills, UNH Cooperative Extension September 2015

- Training in creating effective collaborative relationships, and in meeting and group process design

Project Design and Evaluation Training, NOAA Office of Coastal Management October 2015

- Training in developing program needs assessments, logic models, evaluations, and grant proposals

POSTER AND PRESENTATION SYMPOSIUMS:

Mount Holyoke College Senior Symposium April 2015

- Comprehensive presentation on public engagement and the dissemination of research

Five College Coastal and Marine Science Poster Symposium April 2015

- Presented REU research, tracing the circulation of distinct water masses

GIS Poster Conference, University of Massachusetts at Amherst April 2013

- Presented collaborative research project on dam removal with USGS Conte Research Center

OFFICE OF THE BOARD OF SELECTMEN

KEVIN F. GREELEY, CHAIR
DIANE M. MAHON, VICE CHAIR
DANIEL J. DUNN
STEVEN M. BYRNE
JOSEPH A. CURRO, JR.



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

March 2, 2016

Kelsey Cowen
1275 Massachusetts Avenue
Arlington, MA 02476

Re: Appointment: Open Space Committee

Dear Ms. Cowen:

As a matter of the standard appointment procedure, the Board of Selectmen requests that you attend a meeting of the Board of Selectmen at Town Hall, Selectmen's Chambers, 2nd Floor, 730 Massachusetts Avenue, on Monday, March 7th at 7:15 p.m.

It is a requirement of the Board of Selectmen that you be present at this meeting. Your presence will give the Board an opportunity to meet and discuss matters with you about the area of activity in which you will be involved.

Please contact this office to confirm the date and time with either Mary Ann or Fran at the above number.

Thank you.

Very truly yours,
BOARD OF SELECTMEN

Marie A. Krepelka

Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington
Office of the Town Manager

Adam W. Chapdelaine
Town Manager

730 Massachusetts Avenue
Arlington MA 02476-4908
Phone (781) 316-3010
Fax (781) 316-3019
E-mail: achapdelaine@town.arlington.ma.us

MEMORANDUM

DATE: March 2, 2016
TO: Board Members
SUBJECT: Appointment to Open Space Committee

This memo is to request the Board's approval of my appointment of Gwendolyn Richter, 12 Brattle Place, to the Open Space Commission with a term expiration date of 6/30/2019.

Adam Chapdelaine
Town Manager

Gwendolyn A. Richter

781-643-0975

2/1 9am
12 Brattle Place, Arlington, MA 02474

richterg@aol.com

December 29, 2015

Adam Chapdelaine
Town Manager
Town of Arlington
730 Massachusetts Avenue, Annex
Arlington, MA 02476

Re: Open Space Committee

Dear Adam Chapdelaine,

I am submitting this letter as a request to join the Open Space Committee. I was a member of the Masterplan Advisory Committee (MPAC) and also actively supported the CPA. Ann LeRoyer asked me to consider joining the OS committee. I am trained as an architect and have continued my involvement with the plan on the Master Plan Implementation Committee (MPIC). My current resume is attached.

As a design professional, I am aware of the many forces that effect Arlington's physical environment. As a resident, parent and dog walker, I am well acquainted with many of the parks and public spaces. I see Open Space (use, maintenance and preservation) as an important element in Arlington's unique character. I understand the need to follow through with current and future town goals, set forth in the Master Plan, and to respond and adjust as the goals evolve with citizen input.

I look forward serving on the Open Space committee and also, if appointed, acting as the liaison to the ARB.

Sincerely,

Wendy (Gwendolyn) Richter

Professional Experience

Owner

Richter Design, Arlington, MA

2007-present

Sole proprietor of residential architectural practice, focusing on additions, kitchens, renovations, new construction and master planning.

- Collaborate with clients, tailoring design to clients needs and identified objectives.
- Bring environmental awareness into design and construction process.
- Orchestrate and present submissions for variances to conservation commissions and town zoning boards during public hearings.
- Act as the communication hub, coordinating information between consulting engineers and construction professionals.

Project Architect

The Narrow Gate, Boston, MA

2011-2014

- Prepared construction documents for the renovation of affordable multi-family housing.
- Administered Construction on Public Housing renovations.
- Conducted preliminary budgeting analysis for capital needs of housing projects.
- Coordinated information between consulting engineers and other design professionals.

Carr, Lynch and Sandell, Inc., Cambridge, MA

1999-2006

Design and documentation of residential housing, including single-family and multi-family dwellings.

- Worked closely with principle designers, developing design from initial concepts through construction documents.
- Demonstrated 3D modeling skills with physical and computer-generated 3D models.
- Coordinated information between consulting engineers and other design professionals.
- Initiated and monitored CAD standards.

Mostue and Associates, Inc., Somerville, MA

1991-1998

Project work in affordable multi-family dwellings and associated community spaces.

- Administered construction of \$3M renovation project.
- Coordinated information between consulting engineers and other design professionals.

Administrative Experience

Construction Administrator CADD Standards Shop Drawing Clerk Cataloguing Archiving

Computer Skills

AutoCadd, Vectorworks, Sketch-up, Microsoft Word, Excel, Adobe Illustrator

Community Activities

Arlington Public Schools

1998-present

Presented architecture as career, Organized and implemented school art/nature project, Coached & advocated for child with ADD, past AHS Soccer Co-Captain Parent.

Mass Audubon, Museum of Fine Arts, Arlington Master Planning Implimentation Committee, Pilates.

Education:

Massachusetts Institute of Technology

Master of Architecture

Dartmouth College

Bachelor of Arts (Art History)

OFFICE OF THE BOARD OF SELECTMEN

KEVIN F. GREELEY, CHAIR
DIANE M. MAHON, VICE CHAIR
DANIEL J. DUNN
STEVEN M. BYRNE
JOSEPH A. CURRO, JR.



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

February 24, 2016

Gwendolyn Richter
12 Brattle Place
Arlington, MA 02474

Re: Appointment: Open Space Committee

Dear Ms. Richter:

As a matter of the standard appointment procedure, the Board of Selectmen requests that you attend a meeting of the Board of Selectmen at Town Hall, Selectmen's Chambers, 2nd Floor, 730 Massachusetts Avenue, on Monday, March 7th at 7:15 p.m.

It is a requirement of the Board of Selectmen that you be present at this meeting. Your presence will give the Board an opportunity to meet and discuss matters with you about the area of activity in which you will be involved.

Please contact this office to confirm the date and time with either Mary Ann or Fran at the above number.

Thank you.

Very truly yours,
BOARD OF SELECTMEN

Marie A. Krepelka

Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

Arlington Cultural Council

Summary:

Brigitte Buhler-Probst
(term to expire 2/28/2019)

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Buhler_-_Probst_appt.pdf	Arlington Cultural Council recommendation, Ms. Buehler-Probst letter and resume, Meeting notice

MEMO

Date: February 24, 2016
To: Selectmen's Office / Town of Arlington
From: Arlington Cultural Council
Re: Appointment of new member to the Arlington Cultural Council

At its monthly business meeting on February 23, 2016, the Arlington Cultural Council voted to recommend the appointment of a new council member whose first term begins immediately and expires in February/March 2019.

Brigitte Bühler-Probst
18 Lakehill Ave
Arlington, MA 02474
Phone: 617-484-4820

brigitte.buehler_probst@verizon.net

A letter and resume have been attached for your reference. Thank you!

To the

Members of the Arlington Cultural Council

Dear Members,

I would like to apply for membership in the volunteer group of the Arlington Cultural Council (ACC).

Let me explain: I recently relocated to East Arlington and was delighted to realize that the town has a vibrant cultural life. I love to have book shops, galleries and theaters and open-air events in my neighborhood. It is easy to take these amenities for granted. And in fact before I moved to Arlington I did not think much about the necessity to sustain a cultural life. I just used it. This time however I think I can actually give something back by getting involved in the activities of the ACC. As a newcomer to Arlington doing so seems as being the right thing to develop roots in the community and feel "at home."

Speaking about home: I am originally from Germany and moved to the US together with my family about eight years ago. Back in Germany I was working at the university in an institute for African studies (I have a PhD in anthropology). Here in Boston I started a new career at the Goethe Institute in Back Bay where I teach German language, literature and culture. "The Goethe" as people say is a German institution that represents and promotes German Language and Culture in New England. It organizes a broad range of events and supports projects in the fields of film and new media, arts, theatre and dance, music, literature, architecture and more. My activities at the Goethe Institute also inspired me to go into creative writing. Four years ago I published a (detective) novel which was well received in Germany. Since then, I am flirting with the idea of writing a sequel, but so far I was busy with other things.

I have to say that this is the first time I am actually reaching out to an institution like yours. So I don't quite know what you expect me to do or rather where exactly help is needed. Given my background, I can offer my contacts to Germany and the local Goethe Institute. Personally, I am curious to learn how international Arlington actually is and how the different cultures of Arlingtonians could become more visible in the artistic life of the town. There are many other things I can think of (like the open-air exhibition in the Spy Pond park, that I enjoyed very much). But the actual input I am able to make very much depends on what your plans are. I hope these lines have given you an idea of who I am and where I am coming from. If you have further questions please don't hesitate to contact me via email or phone.

I'm looking forward to hearing from you

Brigitte Buehler-Probst

Resume

Brigitte Bühler-Probst
18 Lakehill Ave
Arlington, MA 02474
Phone: 617-484-4820
brigitte.buehler_probst@verizon.net

Personal

Nationality: German
US Permanent Resident
Family Status: Married, two children

Appointments and Courses Taught

Since 2013	German Saturday School Boston Teaching German in grade 8, 9 and 11 (Exam Preparation: AATG (level 3 and 4), Internationale Schulische Vergleichsprüfung (A2), Deutsches Sprachdiplom I and II
Since 2008	German Language Instructor, Goethe Institut Boston <ul style="list-style-type: none"> ▪ Teaching German at all levels (A1-C2) ▪ German for Reading Knowledge ▪ Language & Arts ▪ Book Club (German Literature) ▪ Developing Syllabi ▪ Organizing and conducting examinations
Since 2012	Affiliated to the Trainer Network East, Goethe Institut Advanced training of German language teachers: Realization of workshops and seminars in Greater Boston. Presentations given at the Goethe Institut Boston and at the MaFLA conference, 2013
Since 2008	Free-lance Writer
2000 - 2006	Academic Coordinator of the Collaborative Research Center (SFB/FK 560), Bayreuth University, Germany
1998-2000	Research Fellow at the Center of Modern Oriental Studies, Berlin, Germany
1989-98	Part time German Language Instructor at Inlingua, Berlin Teaching German for Beginners and Advanced Beginners
1985 – 1987	Research Associate, Ministry of Higher Education, Yaoundé, Cameroon

1981-85	Free-Lance at the Museum for Ethnology, Berlin (SMPK)
Education	
1998	PhD (Dr. Phil.) in Anthropology (Magna Cum Laude), Münster University
1983	M.A. in Anthropology, Free University of Berlin
Grants & Awards	
Fall 2006	The Emanuel and Lilly Shinagel Prize (Honorable Mention), Harvard University, Extension School
1997-98	Doctoral Scholarship and Printing Cost Grant, Zentrum Moderner Orient, Berlin
1986-88	NAFÖG-Scholarship, Universität Münster
1985-86	Research and travel grant, FU Berlin
Affiliations	
Since 2013	MaFLA – Massachusetts Foreign Language Association
Since 2011	P.E.N. Zentrum deutschsprachiger Autoren im Ausland
Since 2009	AATG – American Association of Teachers of German
Skills	
	<ul style="list-style-type: none"> ▪ Excellent written and oral communication abilities ▪ Proficient in MS Word, Power Point, Macromedia Freehand, Adobe Photoshop, Skype, White Board ▪ Languages: German (native), English (fluent), French (intermediate), Italian (beginner)
Publications	
	<ul style="list-style-type: none"> ▪ Books
2011	Tod in Bayreuth, Köln: Emons Verlag (Novel).
1999	Mündliche Überlieferungen: Geschichte und Geschichten der Wiya im Grasland von Kamerun, Berlin: Klaus Schwarz Publishers.
	<ul style="list-style-type: none"> ▪ Articles
2012	Dr. Katzenbergers Ende, in: Tatort Franken, No. 3, Cadolzburg; Ars Vivendi (short story).

- | | |
|-----------|---|
| 2002 | „All Pipol Komot Fo Kimi, All.“ Interfaces and Dynamics Between Local and Administrative Histories among The Wiya (Cameroon). In: Axel Harneit-Sievers (ed.): A Place in the World. New Local Historiographies from Africa and South-Asia. Leiden, Boston, Köln: Brill. |
| 1993 | Die Weiblichkeit des Königs: Überlegungen zur Interpretation eines königlichen Rituals im Grasland von Kamerun. In: W. Krawietz, L. Pospisil und S. Steinbrich (eds.), Sprache, Symbole und Symbolverwendungen in Ethnologie, Kulturanthropologie, Religion und Recht (Festschrift für Rüdiger Schott zum 65. Geburtstag), Berlin; Duncker & Humblot. |
| 1990 | (with Peter Probst): Patterns of Control: on Medicine, Politics and Social Change among the Wimbun, Cameroon Grassfields. In: Anthropos 85: 447-454. |
| 1989 | Begegnung mit einer Erinnerung: "Deutsch-Kamerun" heute. In: G. Mönnig (ed.), Schwarzafrika der Frauen. (Reise & Kultur), München; Frauenoffensive. |
| | ▪ Newsletter |
| 2001-2005 | “NAB”: Newsletter of African Studies at Bayreuth University. Semi-annual publication series |

Arlington, MA – January, 22nd, 2015
 Brigitte Bühler-Probst

OFFICE OF THE BOARD OF SELECTMEN

KEVIN F. GREELEY, CHAIR
DIANE M. MAHON, VICE CHAIR
DANIEL J. DUNN
STEVEN M. BYRNE
JOSEPH A. CURRO, JR.



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON MASSACHUSETTS 02476-4908

February 25, 2016

Brigitte Buhler-Probst
18 Lakehill Avenue
Arlington, MA 02474

Re: Appointment: Arlington Cultural Council

Dear Ms. Buhler-Probst:

As a matter of the standard appointment procedure, the Board of Selectmen requests that you attend a meeting of the Board of Selectmen at Town Hall, Selectmen's Chambers, 2nd Floor, 730 Massachusetts Avenue, on Monday, March 7th at 7:15 p.m.

It is a requirement of the Board of Selectmen that you be present at this meeting. Your presence will give the Board an opportunity to meet and discuss matters with you about the area of activity in which you will be involved.

Please contact this office to confirm the date and time with either Mary Ann or Fran at the above number.

Thank you.

Very truly yours,
BOARD OF SELECTMEN

A handwritten signature in cursive script that reads "Marie A. Krepelka".

Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

Vote: License Cancellations - Common Victualler and Wine & Malt

Summary:

202 Massachusetts Avenue d/b/a Commella's
Douglas Heim, Town Counsel

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Comellas_cancellation_3.16.pdf	Cancellation of license info



Print

PART I ADMINISTRATION OF THE GOVERNMENT**TITLE XX** PUBLIC SAFETY AND GOOD ORDER**CHAPTER 138** ALCOHOLIC LIQUORS**Section 77** Cancellation of license upon cessation of licensed business

Section 77. The licensing authorities may, after hearing or reasonable opportunity therefor, cancel any license issued under this chapter if the licensee ceases to conduct the licensed business. If the local licensing authorities determine that a license should be cancelled as aforesaid the licensee may appeal to the commission as if such authorities had refused to grant the license upon an original application therefor, and the decision of the commission upon such appeal shall be final.

OFFICE OF THE BOARD OF SELECTMEN

KEVIN F. GREELEY, CHAIR
DIANE M. MAHON, VICE CHAIR
DANIEL J. DUNN
STEVEN M. BYRNE
JOSEPH A. CURRO, JR.



730 MASSACHUSETTS AVENUE
TELEPHONE

781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

March 8, 2016

Alcoholic Beverage Control Commission
Retail Licensing Department
239 Causeway Street, Suite 200
Boston, MA 02114

Dear ABCC-Licensing Department,

This notification is to inform you that the licensee 202 Comella's, LLC - license # 003000058, located at 202 Massachusetts Avenue, Arlington, MA ceased doing business in the Town since the end of January. The Local Licensing Authority at their March 7, 2016 meeting voted cancellation of Comella's LLC Wine & Malt License upon cessation of licenses business. Attached is a copy of the original Form 43 approval. Thank you.

Very truly yours,
BOARD OF SELECTMEN

Mary Ann Sullivan
Selectmen's Office

The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
239 Causeway Street
Boston, MA 02114
www.mass.gov/abcc

☒ For Reconsideration

FORM 43

MUST BE SIGNED BY LOCAL LICENSING AUTHORITY

0030 00058

ABCC License Number

Arlington

City/Town

03/14/2011

Local Approval Date

TRANSACTION TYPE (Please check all relevant transactions):

- | | | | |
|---|--|---|---|
| <input checked="" type="checkbox"/> New License | <input type="checkbox"/> New Officer/Director | <input type="checkbox"/> Pledge of License | <input type="checkbox"/> Change Corporate Name |
| <input type="checkbox"/> Transfer of License | <input type="checkbox"/> Change of Location | <input type="checkbox"/> Pledge of Stock | <input type="checkbox"/> Seasonal to Annual |
| <input type="checkbox"/> Change of Manager | <input type="checkbox"/> Alteration of Licensed Premises | <input type="checkbox"/> Transfer of Stock | <input type="checkbox"/> Change of License Type |
| <input type="checkbox"/> Cordials/Liqueurs Permit | <input type="checkbox"/> Issuance of Stock | <input type="checkbox"/> New Stockholder | <input type="checkbox"/> Other |
| <input type="checkbox"/> 6-Day to 7-Day License | <input type="checkbox"/> Management/Operating Agreement | <input type="checkbox"/> Wine & Malt to All Alcohol | |

Name of Licensee

202 Comella's LLC

EIN of Licensee

D/B/A

Comella's

Manager

Devin Fitzgerald

ADDRESS:

202 Massachusetts Avenue

CITY/TOWN:

Arlington

STATE

MA

ZIP CODE

02474

Annual

Wine & malt

Restaurant

Annual or Seasonal

Category: (All Alcohol- Wine & Malt Wine,
Malt & Cordials)Type: (Restaurant, Club, Package
Store, General On Premises, Etc.)

Complete Description of Licensed Premises:

corner brick front store

Application Filed:

11/30/10 10:30 a.m.

Advertised:

Arlington Advocate 5/6/10

Abutters Notified:

Yes ☒ No ☐

Date & Time

Date & Attach Publication

Contact Person for Transaction

JP Comella

Phone:

617 201-0653

ADDRESS:

288 Washington Street

CITY/TOWN:

Wellesley

STATE

MA

ZIP CODE

02481

Remarks:

FOR RECONSIDERATION: SEE ATTACHED PAPERWORK REQUESTED BY PAUL J. CAPURSO, INVESTIGATOR

The Local Licensing Authorities By:

Alcoholic Beverages Control Commission
Ralph Sacramento
Executive Director

APPROVED

H. L.

ABCC Remarks:



Town of Arlington, Massachusetts

Request: Common Victualler License

Summary:

Capri Pizza, 1323 Massachusetts Avenue, Miltos Athanasopoulos

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Capri_3.16.pdf	application & inspection packet

LICENSE APPLICATION REPORT

Type of License: Common Victualler License

Name of Applicant: Miltos Athanasopoulos d/ba Capri Pizza

Address: 1323 Massachusetts Ave.

The following Departments have **no objections** to the issuance of said license:

- Police x
- Fire
- Health
- Building
- Planning

The following Departments have **no objections** but have made comments or conditions regarding the issuance of said license: (see attached)

- Police
- Fire x
- Health x
- Building x
- Planning x

The following Departments have **objections** to the issuance of said license:
(see attached)

- Police
- Fire
- Health
- Building
- Planning

ARLINGTON POLICE DEPARTMENT

Frederick Ryan
Chief of Police



POLICE HEADQUARTERS
112 Mystic Street
Telephone 781-316-3900

Town of Arlington
MASSACHUSETTS 02474

March 2, 2016

On Wednesday, March 2, 2016 at 12:00 PM, I have been unable to reach Miltos Athanasopoulos in regards to his Common Victualler License for Capri Pizza. I have done checks on Miltos Athanasopoulos showing no Arlington in house record.

Pending the checks conducted by the Board of Selectmen's Office, Arlington Police Dept. is not aware of any law enforcement or public safety reasons to object to the Common Victualler License for the Capri Pizza.

Respectfully Submitted,

Detective Edward DeFrancisco

"Proactive and Proud"

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by, March 2, 2016
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 1323 Massachusetts Ave.

Applicant's Name: Miltos Athanasopoulos

D/B/A: Capri Pizza

Telephone: 617 699-5687

Department: Sent Via E-mail

Date: February 11, 2016

MEETING DATE: March 7, 2016

Inspected By:

RE: COMMON VICTUALLER LICENSE

Police

Fire

Board of Health

Building

Planning

INSPECTION REPORT SECTION:

Must have K extinguisher in Kitchen.
All inspections for Hood, extinguishers, Ansul, etc must
be up to date.
All emergency lights and exits signs must be in working
order.
FACP must have annual inspection paperwork.

APPLICANT SIGNATURE SECTION:

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: _____

Date: _____



Town of Arlington
Department of Health and Human Services
Office of the Board of Health

27 Maple Street
Arlington, MA 02476

Tel: (781) 316-3170
Fax: (781) 316-3175

MEMO

To: Board of Selectmen
From: Natasha Waden, Health Compliance Officer
Date: March 3, 2016
RE: Board of Health Comments for Selectmen's Meeting on March 7, 2016:

Please accept the following as comments from the Office of the Board of Health:

Capri Pizza-1323 Massachusetts Avenue
Common Victuller

- *This establishment is currently in the plan review process. The plans submitted have been approved and the applicant is in the process of complying with conditions outlined in the plan approval letter dated December 28, 2015. All conditions in this letter must be met by May 1, 2016 at which time a pre-operational inspection will be conducted. Upon successful pre-operational inspection, this Office will issue a permit to operate a food establishment to the applicant for the remainder of the calendar year.*

APPLICANT'S SECTION:

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Signature: _____

Date: _____

**BOARD OF SELECTMEN
TOWN OF ARLINGTON – INSPECTION REPORT**

Report is due at the office of the Board of Selectmen by, **March 2, 2016**
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 1323 Massachusetts Avenue
Applicants Name: Miltos Athanasopoulos
D/B/A: Capri Pizza
Telephone: 617-699-5687
Department: **Sent E-mail**

Date: February 11, 2016

MEETING DATE: MARCH 7, 2016

Inspected By:

RE: COMMON VICTUALLER LICENSE

Police
Fire
Board of Health
Building, Wiring, Plumbing
Planning

INSPECTION REPORT SECTION:

Building

All building changes need permits.
All sign changes need approval and sign permit.
Window signs cannot exceed 25% of window or fines will be levied.
Certificate of Occupancy is needed - \$100 fee.
The Director of Inspectional Services has no objection to the issuance/ renewal of this license as the applicant has been made aware of seating capacity and necessity for showing proof of ownership of sidewalk

Plumbing

The Inspector of Plumbing and Gasfitting has no objection to the issuance/ renewal of this license.
All plumbing and Gasfitting work requires that the permits be obtained from this office for their respective trades by licensed contractors.

Electrical

The Inspector Wires has no objection to the issuance/ renewal of this license.
The applicant acknowledges that this is a conditional approval of the premises only and is not to be constructed as approval by the Inspector of Wires of concealed electrical wiring. Any new wiring must conform to the Mass. Electrical Code. Notify the Inspector of Wires in accordance with Chapter 143, Section 3L.

APPLICANT SIGNATURE SECTION:

I have received the above report and knowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicants risk.

Applicant's Name: _____

Date: _____

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by March 2nd, 2016
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location:	1323 Mass. Ave.	
Applicant's Name:	Miltos Athanasopoulos	
D/B/A:	Capri Pizza	
Telephone:	617-699-5687	email: kfkaslink@yahoo.com
Department:	Sent Via E-mail	Date: February 11, 2016

MEETING DATE: MARCH 7, 2016

Departments: *Ted Fields 3.1.2016*

Re: COMMON VICTUALLER LICENSE

Police
Fire
Board of Health
Building
Planning

Comments by each Division or Department:

The business proposed for this site is an existing 800 square foot pizza restaurant selling pizza, sandwiches and salads for consumption on and off the premises from 10am to 11pm. There is seating for up to sixteen (16) patrons and no assigned on-street or off-street parking spaces. It is a small enterprise serving the residential neighborhoods around the Arlington Heights business district (B3 zone). It is an appropriate type of business for its location on Massachusetts Avenue in the midst of a village commercial center.

The Dept. of Planning and Community Development has no objection to the issuance of a Common Victualler license as requested.

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: _____

Date: _____

OFFICE OF THE BOARD OF SELECTMEN

730 Massachusetts Avenue
Town of Arlington
Massachusetts 02476-4908

(781) 316-3020
(781) 316-3029 fax

\$60.00 Filing Fee

APPLICATION

☒ **COMMON VICTUALLER LICENSE**

☐ **FOOD VENDOR LICENSE (Take Out Only)**

You must complete an application packet from the Board of Health Department located at 27 Maple St.

You must have the completed application reviewed by the Inspections Department located at 51 Grove St. before filing this application with this office

Location 1323 MASSACHUSETTS AVENUE, ARLINGTON, MA 02476

Name of Applicant MILTOS ATHANASOPOULOS

Corporate Name (if applicable) _____

D/B/A CAPRI PIZZA

Date 12-31-2015

I/We hereby agree to conform in all respects to the conditions governing such License as printed in the By-Laws of the Town, and such other rules and regulations as the Selectmen may establish. With the signing of this application, the applicant acknowledges that:

(A) it is understood that the Board is not required to grant the license.

(B) no work is to commence at the premises of the proposed location which is the subject matter of this application until the license is approved by the Board of Selectmen, and, furthermore, any work done is done at the applicant's risk, and

(C) in the event of a proposed sale of a business requiring a Common Victualler License, an application for a transfer of said license will be deemed to be an application for a new license (subject to the rules and regulations herein contained), and the owner of such business shall be required to file with the Board of Selectmen a thirty day notice of his intention to sell same before such application will be acted upon by the Selectmen.

(D) that the license is subject to revocation if the holder of the license does not comply with Town By-Laws or the Rules and Regulations of the Board.

Signature Name Miltos Athanasopoulos

Signature Name _____

Phone: 617-699-5687 Email: kafkaslink@yahoo.com

Note: (A) If a corporation, state full names and addresses of principal officers.

(B) If a co-partnership, information must be provided on each partner; if a corporation, information must be provided on corporate officer making application.

Name MILTOS ATHANASOPOULOS Name _____
Address 18 WELMAN STREET Address _____
City LOWELL Zip 01851 City _____ Zip _____
DESCRIPTION OF APPLICANT DESCRIPTION OF APPLICANT
Born in the U.S., Yes NO Born in the U.S., Yes _____ No _____
Born Where GREECE Born Where _____
Date of Naturalization 5+ YEARS Date of Naturalization _____
Male or Female MALE Male or Female _____
Date of birth [REDACTED] Date of birth _____
Height 5 ft. 8 in. Height _____ ft. _____ in.
Weight -175- Weight _____
Complexion CAUCASIAN Complexion _____
Hair GREY Eyes _____ Hair _____ Eyes _____
Mother's Name ALEXANDRA Mother's Name _____
Father's Name GEORGIOS Father's Name _____
Wife's Maiden Name _____ Wife's Maiden Name _____
Photo *1 inch by 1 inch*

=====

The Establishment shall operate as:

☒ Sole Ownership ☐ Partnership ☐ Total Number of Partners ☐ Corporation Based in _____

(Once approved, please go to Clerk's Office for Business Certificate)

=====

Corporate Information Required:

President _____
Secretary _____
Treasurer _____
Name Address Zip

INFORMATION RELATIVE TO APPLICATION

Breakfast _____

Yes No _____

Lunch _____

Yes No _____

Dinner _____

Yes No _____

Do you own the property? Yes No Tenant At Will Lease 3 years plus - years

Hours of Operation:

M-F Day 10 AM - 11 PM Hours _____
Day " " Hours _____
Day " " Hours _____

Floor Space 800 plus Sq. Ft. Seating Capacity (if any) 12-16

Parking Capacity (if any) NONE spaces Number of Employees 2 -

List Cooking Facilities (and implements)

Will a food scale be in use for sale of items to the public? Yes No

Will catering services be provided by you? Yes No

A copy of the following items must be submitted with the application:

- ✓ 1. Layout Plan of Facility & Fixtures
- ✓ 2. Site Plan (obtained at Bldg. Dept., 51 Grove St.)
- ✓ 3. Outside Facade and Sign Plan (dimensions, color)
- ✓ 4. Menu
- 5. Maintenance Program

If the facilities are not yet completed, provide estimated cost of work to be done \$ _____

FOR OFFICE USE ONLY

Scheduled Hearing when Application will be presented to Board of Selectmen for approval:

Date _____ Time _____

Board Action: Approved Yes _____ No _____

APPLICANT'S RESUME

Food Business Experience of Applicant

From 2015 to 2015
Employee MILTOS ATHANASOPOULOS D/B/A CAPRI - currently
Sole Owner ☒ Location _____
Partnership _____ Type Food _____
Corporation _____ Number of Employees _____

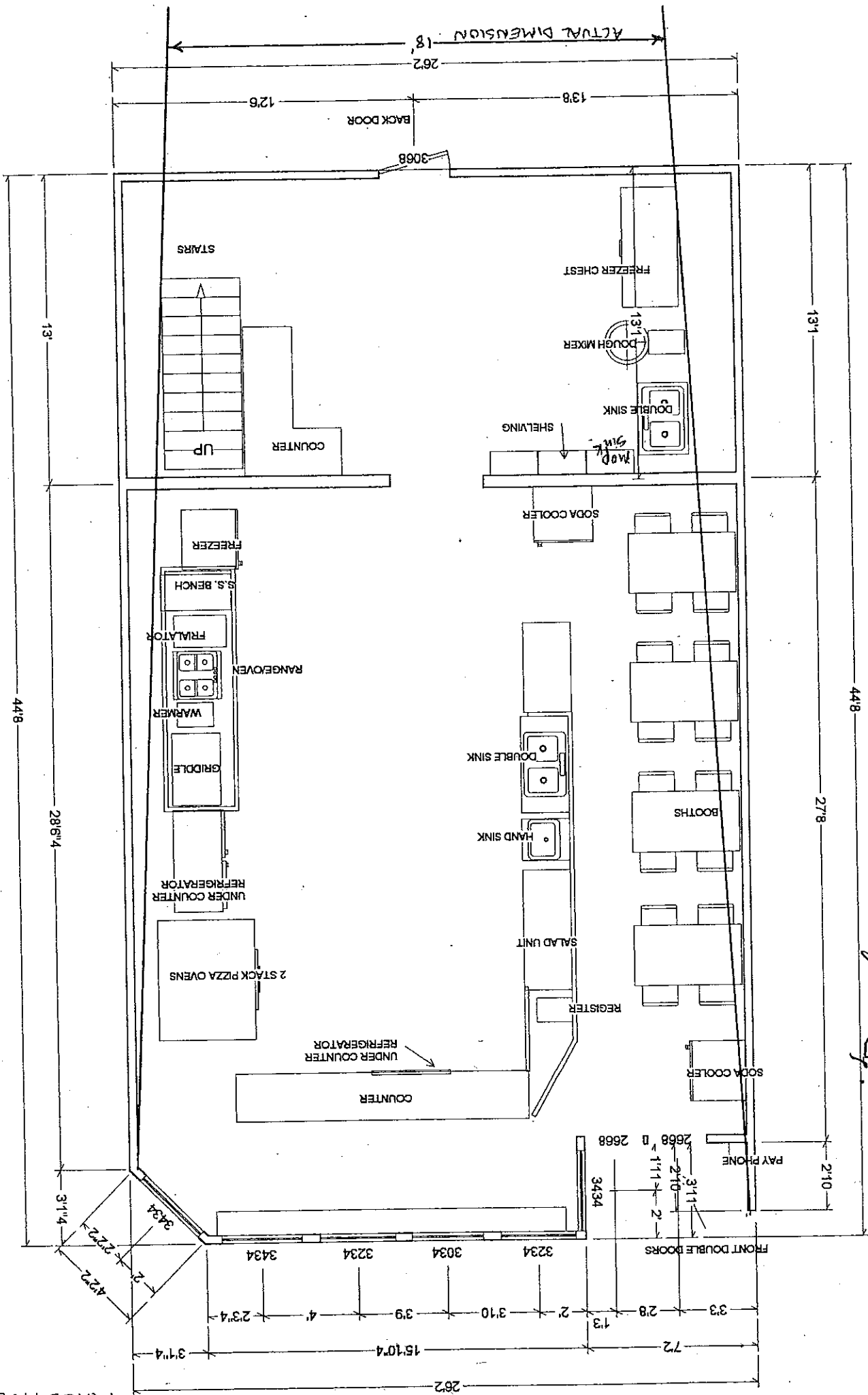
From 1995 to 2015
Employee DIMITRIOS CHRISTAKIS D/B/A CURRENTLY AT CAPRI
Sole Owner _____ Location _____
Partnership _____ Type Food _____
Corporation _____ Number of Employees _____

List any other information that you feel will assist in the review of this application.

REFERENCES

Bank CAMBRIDGE SAVINGS BANK Type Account Personal Business
Address _____ Phone _____
Account Number [REDACTED] Contact _____
Personal Reference VASILIOS KAFKAS
Address TOWNSBURY, MA Phone 978-835-1455
Prior Employer _____
Address _____ Phone _____
Number of years employed _____ From _____ To _____
Contact _____ Position Held _____
Other _____
Name Address

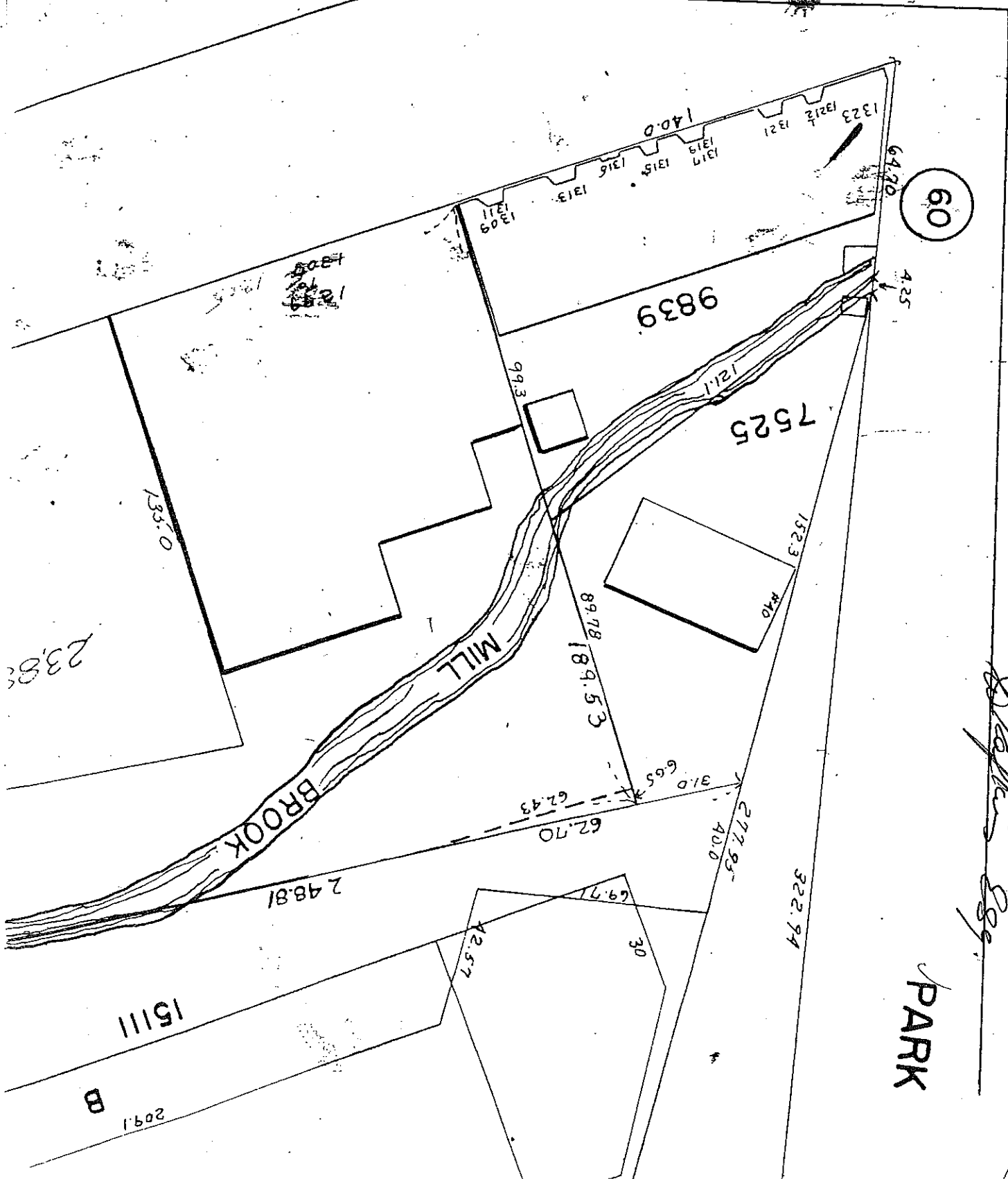
Aug 25, 2015 - Accurate depiction of current
 Station
 Application



DOOR AVE

MASS AVE

Site Plan =
 BLOCK PLAN NO 59
 "Scale 0-60 Feet"
 CAPRI PIZZA
 1323 Harvard Ave
 Arlington, MA



Accurate as of 8/25/2015
 [Signature]
 889

PARK

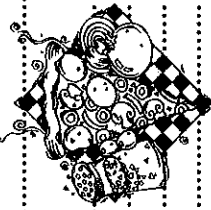
Salads

Tossed	5.20
Greek	6.45
Tuna	7.05
Crabmeat	7.05
Chef	7.25
Antipasto	7.25
Grilled Chicken Salad	7.95
Chicken Salad	7.05
Steak Tip Salad	8.35
Caesar	5.85
Grilled Chicken Caesar	8.30
Steak Tip Caesar	8.50
Extra Dressing	50¢

Pastas

Served with garlic bread.

Linguini	5.00
Ziti	5.00
Cheese Ravioli	6.75
Stuffed Shells	6.75
Chicken, Broccoli & Ziti Alfredo	7.90
Tortellini	6.75
Available with:	
Veal Cutlet	Add 2.95
Chicken Cutlet	Add 2.75
Eggplant	Add 2.70
Meatballs	Add 2.70
Sausages	Add 2.70



BAKLAVA, COOKIES, BROWNIES, SODA & CHIPS AVAILABLE.

Capri

Monday, Tuesday & Wednesday Only
(excluding holidays)

2 Large Cheese Pizzas

\$17.95

Capri

Pizzeria & Restaurant
Italian Pizza

Our dough is made fresh
on the premises



OPEN 7 DAYS A WEEK

FAST PICKUP SERVICE

(781) 46-5440

1323 Massachusetts Ave., Arlington

Appetizers

Spicy Chicken Wings.....	7.20
Mild Chicken Wings.....	7.20
French Fries.....	Small 2.95 Large 3.65
Onion Rings.....	4.10
Mozzarella Sticks.....	7.20
Chicken Fingers.....	7.20
Cheese Slices.....	1.95
Pepperoni Slices.....	2.60
Fried Dough.....	3.25
Poppers.....	7.20
Buffalo Chicken Wings.....	7.40
Buffalo Chicken Fingers.....	7.40
Garlic Bread.....	1.95

Dinners

Served with fries & salad.

Chicken Finger.....	8.90
Chicken Wing.....	8.90
* Hamburger.....	7.40
* Cheeseburger.....	7.90
Gyro Plate.....	8.70
Chicken Kebob / Fish / *Steak Tip.....	9.50
Buffalo Chicken Wings.....	9.20
Buffalo Chicken Finger.....	9.20

Sandwiches

* Hamburger.....	4.35
* Hamburger Club.....	4.95
* Cheeseburger.....	4.60
* Cheeseburger Club.....	5.20
Gyro.....	6.70

Add 6.25% meal tax. Prices subject to change without notice.

* Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase risk of foodborne illness.

Before placing your order, please inform your server if a person in your party has a food allergy.

Hot Subs

All subs available in wraps.

	Lg.	Med.
* Steak & Cheese.....	6.95	5.95
* Steak & Peppers.....	6.95	5.95
* Steak & Mushroom.....	6.95	5.95
* Steak & Onion.....	6.95	5.95
* Steak & Eggs.....	7.55	6.20
* Plain Steak.....	6.65	5.65
* Steak Bomb.....	7.90	6.80
Meatball.....	6.85	5.85
Sausage with Sauce.....	6.60	5.60
Sausage & Egg.....	6.60	5.60
Pepper & Egg.....	6.60	5.60
Mushroom & Egg.....	6.60	5.60
Veal Parmigiana.....	7.80	6.60
Eggplant Parmigiana.....	7.25	6.30
Chicken Parmigiana.....	7.25	6.30
Stir Fry Chicken.....	7.25	6.30
Hot Pastrami.....	6.55	5.70
Vegetarian.....	6.55	5.70
* Hamburger.....	6.20	5.30
* Cheeseburger.....	6.60	5.65
BLT.....	6.40	5.50
Linguica & Egg.....	6.55	5.70
Fish Sub.....	7.00	5.80
Chicken Kebob.....	7.25	6.30
* Steak Tip.....	7.25	6.30
Buffalo Finger.....	7.25	6.30

Cold Subs

Italian.....	6.40
American.....	6.40
Ham & Cheese.....	6.40
Bologna & Cheese.....	6.40
Salami & Cheese.....	6.40
Ham/Salami/Cheese.....	6.40
Mortadella Cheese.....	6.40
Turkey Breast.....	6.85
Roast Beef.....	6.85
Turkey Club.....	7.05
Vegetarian.....	6.35
Chicken.....	6.55
Roast Beef.....	8.00
Chicken-Salad.....	7.05
Turkey Club.....	7.15

Pizzas

	Lg.	Med.
Cheese.....	11.15	8.15
Peppers or Onions.....	12.45	8.65
Mushroom or Sausage.....	12.45	8.65
Pepperoni or Black Olive.....	12.45	8.65
Garlic or Anchovie.....	12.45	8.65
Hamburger or Ham.....	12.45	8.65
Salami.....	12.45	8.65
Roasted Peppers or Broccoli.....	12.85	9.10
Pineapple or Bacon.....	12.85	9.10
Spinach or Eggplant.....	12.85	9.10
Meatball or Linguica.....	12.85	9.10
Tomato & Fresh Basil.....	12.85	9.10
Tomato & Garlic.....	12.85	9.10
Artichoke or Prosciutto.....	14.10	10.60
White or Hawaiian.....	14.10	10.60
Feta or 3 Cheese.....	14.10	10.60
Chicken.....	14.10	10.60
Barbecue Chicken.....	14.35	10.85
Buffalo Chicken.....	14.35	10.85
Veggie w/Pepper/ Mushroom/Onion.....	14.10	10.60
2 Way Combo (price may vary).....	13.45	9.65
3 Way Combo (price may vary).....	14.45	10.65
4 Seasons (price may vary).....	15.45	11.65
Capri Deluxe.....	17.05	13.95

Extra Cheese.....	1.50	2.50
-------------------	------	------

Calzones

Ham, Salami, Cheese and Sauce.....	8.65
Spinach & Cheese.....	8.65
Broccoli & Cheese.....	8.65
Steak & Cheese.....	9.65
Grilled Chicken.....	9.65
Buffalo Chicken.....	9.90
Eggplant Parmigiana.....	9.65
Chicken Parmigiana.....	9.65
Meatball.....	9.65

or choice of 25 different combinations. Prices vary.



Town of Arlington, Massachusetts

Vote: Minuteman Building Project Assessment Task Force

Summary:

Daniel J. Dunn, Selectman

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Minuteman_ref..docx	D.Dunn Task Force Reference

By the middle of next week (March 1st) we will know whether or not the new Minuteman regional agreement has been approved. If it is not approved, Arlington's path is clear: we should disapprove the proposed building project, and fight it at Town Meeting and on the ballot question that Minuteman will call.

However, if the regional agreement is approved, we will need to carefully evaluate the building project being proposed by Minuteman. This is an unusual approval process, and it's not one that we as a town have any recent experience with. Every other building project in town comes from one of two places: the school department or the Town Manager. When these projects happen, we have an established process of advocacy and evaluation. We don't have such a process for projects like Minuteman.

I've talked this question over with a number of people in town, and this proposal is particularly driven by the advice of Charlie Foskett.

I propose that the Board of Selectmen create a Minuteman Building Project Assessment Task Force at our next meeting on March 7th. The membership I'm proposing is a set of people who are particularly knowledgeable about Arlington's finances, Arlington's education system, Minuteman, and/or school building projects. I'm suggesting we wait two weeks to create the task force so that we can get feedback on the membership and charge, and be sure that the regional agreement has been approved.

Proposed membership:

Selectman Dan Dunn

Selectman Joe Curro

Finance Committee Chair Al Tosti

Finance Committee's Minuteman Sub-Committee Member Stephen DeCoursey

Capital Planning Committee Chair Charlie Foskett

Minuteman School Committee Member Sue Sheffler

Minuteman School Building Committee Member Nawwaf Kaba (pending final appointment)

Arlington Public School Superintendant Kathie Bodie (or designee)

Minuteman Superintendant Ed Bouquillon (or designee)

The task force shall also be advised by Town Counsel Doug Heim.

The Task Force's charge:

Arlington holds the education of our children as one of our most important obligations and priorities. That commitment includes providing high-quality vocational education to the students who choose it. As with all town priorities, vocational education must be considered within the constraints of our town's ability and willingness to pay.

Towards that end, the task force should consider the proposed Minuteman building project and recommend what actions should be taken. These considerations should include the capital plan, Arlington's public schools, all potential revenue sources, and any other area the task force finds to be useful and relevant.

The Task Force should research and deliberate with appropriate haste such that it can educate, inform, and make recommendations to the relevant committees and boards in preparation for Special Town Meeting on April 27th,

2016. The Task Force will be disbanded at the conclusion of the regular Town Meeting of 2016.



Town of Arlington, Massachusetts

Articles for Review:

Summary:

Article 23: Bylaw Amendment/Electronic Distribution of Notices and Materials

Article 29: Removal of Easement Restriction

Article 60: Resolution/Return of Precinct 17 to Highland Fire Station

ATTACHMENTS:

Type	File Name	Description
Reference Material	Warrant_Article_Text.docx	Warrant Article Text #23, #29, #60
Reference Material	TC_Memo_RE_2016_Warrant_Articles__23__29_and_60_for_3.7.16_Meeting.pdf	Town Counsel Memo 3.3.16 re: Warrant Articles #23, #29 and #60
Reference Material	10_Registered_Voter_Letter_3.7_mtg..pdf	Letter sent to 10 registered voter articles 29 and 60
Reference Material	Office_comments_w.a.#_23.docx	BoS Office Memo re: W.A. #23
Reference Material	Warrant_Article_#60_Comments.pdf	Warrant Article #60 Comments

ARTICLE 23

**BYLAW AMENDMENT/ELECTRONIC DISTRIBUTION OF
NOTICES AND MATERIALS**

To see if the Town will vote to amend the Town Bylaws to provide for a method of electronic distribution of the Warrant and all required notices and materials to Town Meeting Members; or take any action related thereto.

(Inserted at the request of the Town Moderator, Town Clerk and Town Meeting Procedures Committee)

ARTICLE 29

REMOVAL OF EASEMENT RESTRICTION

To see if the Town will vote to abandon the easement/building lines as may exist upon the real property located at the corner of 54 Pleasant View and Spring Street, as taken and established on April 6, 1942 and recorded at Middlesex South Registry of Deeds Book 6591, page 1 and as shown as lots 83 and 84 on a Plan filed with the taking being Plan No. 213 of 1942, determine the contingencies that will be attached to said release; or take any action related thereto.

(Inserted at the request of David D. Dolan and ten registered voters)

ARTICLE 60

**RESOLUTION/RETURN OF PRECINCT 17 TO HIGHLAND
FIRE STATION**

To see if the Town will vote to request that the Board of Selectmen return the Precinct 17 Polling Place to the Highland Fire Station located at 1007 Massachusetts Avenue from its present location at the Stratton School without delay; or take any action related thereto.

(Inserted at the request of John R. Leonard and ten registered voters)




**Town of Arlington
Legal Department**

Douglas W. Heim
Town Counsel

50 Pleasant Street
Arlington, MA 02476
Phone: 781.316.3150
Fax: 781.316.3159
E-mail: dheim@town.arlington.ma.us
Website: www.arlingtonma.gov

To: Board of Selectmen

Cc: Adam Chapdelaine, Town Manager
John Leone, Town Moderator
Proponents of Articles

From: Douglas W. Heim, Town Counsel 

Date: March 3, 2016

Re: Annual Town Meeting Warrant Articles ##23, 29; and 60

I write to provide the Board of Selectmen a summary of the above-referenced warrant articles to assist in the Board's consideration of these articles at its upcoming hearing on March 7, 2016.

ARTICLE 23

BYLAW AMENDMENT/ELECTRONIC DISTRIBUTION OF NOTICES AND MATERIALS

To see if the Town will vote to amend the Town Bylaws to provide for a method of electronic distribution of the Warrant and all required notices and materials to Town Meeting Members; or take any action related thereto.

(Inserted at the request of the Town Moderator, Town Clerk and Town Meeting Procedures Committee)

I expect the Town Meeting Procedures Committee, or their designee to discuss the details of this article. However, permit me to note that it is my understanding that an electronic distribution bylaw would not seek to make hard copies of required materials unavailable. Rather, the proposal would only distribute electronic copies to Town Meeting members and officials who opt-in to receive their materials electronically.

ARTICLE 29

REMOVAL OF EASEMENT RESTRICTION

To see if the Town will vote to abandon the easement/building lines as may exist upon the real property located at the corner of 54 Pleasant View and Spring Street, as taken and established on April 6, 1942 and recorded at Middlesex South Registry of Deeds Book 6591, page 1 and as shown as lots 83 and 84 on a Plan filed with the taking being Plan No. 213 of 1942, determine the contingencies that will be attached to said release; or take any action related thereto.

(Inserted at the request of David D. Dolan and ten registered voters)

The purpose of this article is for the Town to release its interests in exterior lines (a property restriction similar to an easement) located at the corner of 54 Pleasant View Road and Spring Street. As the Board may recall, a nearly identical article relative to the same larger set of exterior lines was favorably acted upon at 2014 Town Meeting, releasing only portions of such lines relative to 55 Venner Road.

The original taking of these exterior lines was made in 1942 was for the purpose of enabling the Town to build an extension of Spring Street. As with the 2014 Town Meeting

article relative to 55 Venner Road, the original property owners here were compensated for the value of the taking at such time, but the Town never acted upon its rights to the exterior lines, a restriction which runs with the land and as such restricted future owners as well. While the proponents of this article are expected to present arguments in support of a similar decision to abandon the exterior lines at 54 Pleasant View Rd., as with the Venner Road property, the Town Manager is in negotiation with them to develop a mutually amenable agreement (subject to Town Meeting approval) to fairly compensate the Town for the value of its property interest.

**ARTICLE 60 RESOLUTION/RETURN OF PRECINCT 17 TO HIGHLAND
FIRE STATION**

To see if the Town will vote to request that the Board of Selectmen return the Precinct 17 Polling Place to the Highland Fire Station located at 1007 Massachusetts Avenue from its present location at the Stratton School without delay; or take any action related thereto.

(Inserted at the request of John R. Leonard and ten registered voters)

Article 60 seeks Town Meeting's resolve to move Precinct 17's voting location back to the Highland Fire Station. I expect the Resolution's proponent, Mr. Leonard to present his reasoning to the Board at hearing. However, it must be stressed that a resolution of Town Meeting on this subject, while probative for future decisions on polling location, cannot bind the Board of Selectmen or its Office.

The duties and authorities of the Board of Selectmen relative to the establishment of precincts and designation of polling places are derived from G.L. c. 54. More specifically, c. 54 provides in relevant part, "[T]he selectmen of towns divided into voting precincts, shall, twenty days at least before the biennial state or annual or biennial city election and ten days at least before any special election of a state or city officer therein, designate the polling place for each voting precinct and cause it to be suitably fitted up and prepared therefor." G.L. c. 54 sec. 24. Such precinct locations generally should be in safe, orderly, and convenient areas of each precinct, but the Selectmen are afforded wide discretion to designate polling places, including

consolidating multiple precincts into single polling places and even placing polling locations in other towns it is deemed in the interests of the public.

It is my understanding that the Highland Fire Station was originally discontinued as a polling location due to Americans with Disabilities Act compliance concerns. Following its renovation, the Fire Department continues to hold significant, broader concerns about the efficacy and safety of using a working fire station as polling location. Further, data collected from recent elections does not suggest that voter turnout has been negatively impacted by the move from the station.

OFFICE OF THE BOARD OF SELECTMEN

KEVIN F. GREELEY, CHAIR
DIANE M. MAHON, VICE CHAIR
DANIEL J. DUNN
STEVEN M. BYRNE
JOSEPH A. CURRO, JR.



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

February 24, 2016

Dear Registered Voter:

The Board of Selectmen will meet on Monday, March 7, 2016 at 7:15 p.m., Selectmen's Chambers, 2nd Floor, Town Hall, to discuss the Warrant Article petition that you signed.

Article 29	Removal of Easement Restriction
Article 60	Resolution/Return of Precinct 17 to Highland Fire Station

Please feel free to contact Mary Ann or Fran in my office at the above number to confirm or if you require any further information.

Thank you.

Very truly yours,
BOARD OF SELECTMEN

A handwritten signature in cursive script that reads "Marie A. Krepelka".

Marie A. Krepelka
Board Administrator

MAK:fr

ARTICLE 29**REMOVAL OF EASEMENT RESTRICTION**

To see if the Town will vote to abandon the easement/building lines as may exist upon the real property located at the corner of 54 Pleasant View and Spring Street, as taken and established on April 6, 1942 and recorded at Middlesex South Registry of Deeds Book 6591, page 1 and as shown as lots 83 and 84 on a Plan filed with the taking being Plan No. 213 of 1942, determine the contingencies that will be attached to said release; or take any action related thereto.

(Inserted at the request of David D. Dolan and ten registered voters)

ARTICLE 60**RESOLUTION/RETURN OF PRECINCT 17 TO HIGHLAND
FIRE STATION**

To see if the Town will vote to request that the Board of Selectmen return the Precinct 17 Polling Place to the Highland Fire Station located at 1007 Massachusetts Avenue from its present location at the Stratton School without delay; or take any action related thereto.

(Inserted at the request of John R. Leonard and ten registered voters)



**Removal of Easement
Restriction – David Dolan**

Mr. & Mrs. David Dolan
51 Robin Hood Road
Arlington, MA 02474

Elizabeth Pizzano
11 Jeffrey Road
Arlington, MA 02474

Bill Hayner
19 Putnam Road
Arlington, MA 02474

Ronald Pizzano
11 Jeffrey Road
Arlington, MA 02474

Gordon Jamieson Jr.
163 Scituate Street
Arlington, MA 02476

Judith Epstein Leich
6 Chapman Street
Arlington, MA 02476

David Leone
53 Irving Street
Arlington, MA 02476

Lorna Leone
53 Irving Street
Arlington, MA 02476

Pauline Leone
51 Irving Street
Arlington, MA 02476

Suzanne Leone
7 Winter Street
Arlington, MA 02474

Puvi Patwari
6 Adamian Park
Arlington, Ma 02474

**Return of Precinct 17 to
Highland Fire Station – John
Leonard**

John Leonard
26 Grove Street
Arlington, MA 02476

Ann Fitzgerald
162 Summer Street
Arlington, MA 02474

Sheri Baron
10 Raleigh Street
Arlington, MA 02474

Stephen Gilligan
77 Falmouth Road
Arlington, MA 02474

Sandra Buck
28 Forest Street
Arlington, MA 02476

Marcello Capone
46 Columbia Road
Arlington, MA 02474

Frank Ciano
65 Woodside Lane
Arlington, MA 02474

Stuart Kleinman
113 Sunnyside Avenue
Arlington, MA 02474

Thomas Cravotta
10 Raleigh Street
Arlington, MA 02474

Nicolane Domond
65 Woodside Lane
Arlington, MA 02474

Peter Fiore
58 Mott Street
Arlington, MA 02474

ARTICLE 23

BYLAW AMENDMENT/ELECTRONIC DISTRIBUTION OF NOTICES AND MATERIALS

To see if the Town will vote to amend the Town Bylaws to provide for a method of electronic distribution of the Warrant and all required notices and materials to Town Meeting Members; or take any action related thereto.

(Inserted at the request of the Town Moderator, Town Clerk and Town Meeting Procedures Committee)

Board of Selectmen's Office Comments/Reference Material:

The Selectmen's Office personnel supports "favorable action" to provide for a method of electronic distribution of the Warrant and all required notices and materials to Town Meeting Members. This bylaw amendment will provide a more efficient process in preparation for Town Meeting:

- a "greener" process reducing the amount of paper usage similar to utilizing NovusAgenda for Selectmen meetings - helping to advance Arlington in its green initiative
- a process reducing man hours of copying, collating, and stuffing envelopes for the office
- a process reducing man hours of copying and collating for the ARB, Capital Planning, and FinCom
- a process reducing the time spent creating labels for mailing by the Clerk's Office
- a process reducing time spent by the Town Hall Mail Room-postage, sealing, transporting to the Arlington Post Office
- a cost savings for this office producing the Town Meeting packets of \$920 – the cost of paper, envelopes, and postage

From: Marie A. Krepelka

Presidential Primary Elections

Precinct 17 Highland Fire Station – Presidential Primary Elections

2000 – 434

2004 – 445

Precinct 17 moved to Stratton School April, 2005

Precinct 17 – Stratton School

2008 – 470

2012 – 156

2016 – 707

From: "Stephanie Lucarelli" <SLucarelli@town.arlington.ma.us>
To: "Marie Krepelka" <MKrepelka@town.arlington.ma.us>
Date: 09/08/2015 09:23 AM
Subject: Re: Highland Fire Station - Voting Record

Hi Marie:

Here are the results for Precinct 17, Highland Fire Station - Town Elections Totals

2000	-	265
2001	-	187
2002	-	145
2003	-	115
2004	-	89
2005	-	154
2006	-	149
2007	-	106
2008	-	113
2009	-	84
2010	-	110
2011	-	137
2012	-	290
2013	-	190
2014	-	143
2015	-	66



Arlington Fire Department Town of Arlington

Administrative Office
411 Mass Ave, Arlington, MA 02474
Phone: (781) 316-3801 Fax: (781) 316-3808
Email: rjefferson@town.arlington.ma.us

Robert J Jefferson
Fire Chief

Memo to: Marie Krepelka, Board Administrator, Arlington Board of Selectmen

From: Robert J Jefferson, Fire Chief

Date: March 1, 2016

Subject: Precinct voting at Highland Station

This memo will summarize our conversation in regards to using the Highland Station as a polling location. As I have stated to you, I feel that the Highland Station is not a reasonable location to be used as a voting location for area precincts. The only area that could be used for voting is the apparatus garage floor. This is a garage floor and quite often there are fluids and grease on the apparatus floor. Although they are cleaned regularly, the stain and some slippery surface remain. The apparatus are diesel powered vehicles and even with the air vent system; these odors can remain in the garage area. I bring up these two points because they were the main complaints by the poll workers when they were in there before.

Other issues that would be a problem is that the front door is not handicapped accessible and that is the main entrance to access the apparatus bay area without going through firefighter security entrance. The garage heating system is designed for keeping the apparatus warm in the winter but not at a comfort level that would be found in an office or residential system. There is no air conditioning system for the apparatus garage.

Lastly, and most importantly, our apparatus needs to be housed in the colder weather to prevent freezing. When it is outside during the cold weather, it is usually at a call and is idling which prevents freezing. Although most elections are by early November, we could have a day in which the weather is below freezing and we would not be able to leave apparatus outside.

Please contact me for any further information. Thank you for your consideration in this matter.

CC: Adam Chapdelaine, Town Manager

COMMISSION ON DISABILITY, TOWN OF ARLINGTON

20 ACADEMY STREET, SUITE 203, ARLINGTON, MASSACHUSETTS 02476-6436 (781) 316-3431



Memo To: Marie Krepelka
From: Jack Jones
Date: 09/25/15
Subject: Highland Station Voting

Marie:

I am writing in response to a resident's request that the Highland Fire Station be considered as a polling location.

As you are aware the entry way that would be available for voting at the Highland Fire Station is interrupted by steps and therefore not accessible. The Architectural Access Board 521 CMR 25.2 states that the approach to an accessible entrance must be uninterrupted by steps. Opening the Station front doors for voting would not be an acceptable option do to the safety of voters during a fire emergency. In addition bad weather during winter months would be problematic.

The Office of the Attorney General, the Secretary of the Commonwealth, and the Massachusetts Office on Disability have been working with local and municipal governments to ensure that people with disabilities have equal access to polling places during elections. This right is guaranteed by both state and federal laws, including the federal Rehabilitation Act of 1973, §504, 29 U.S.C. §794; Title II of the Americans with Disabilities Act, 42 U.S.C. §12131 et @.; the Help Americans Vote Act, 42 U.S.C. §15301 et seq.; the Voting Accessibility of the Elderly and Handicapped Act, 42 U.S.C.; §1973 the Secretary of State's Polling Place Accessibility for Elderly and Handicapped Act, 42 U.S.C.; the Secretary of State's Polling Place Accessibility for Elderly and Handicapped Voters regulations, 950 C.M.R. §51 et seq.; the Massachusetts civil rights statute, G.L. c. 93, §103; and Article 114 of the Massachusetts Constitution.

Based on these legal requirements my recommendation is that the Highland Fire Station not be used as a polling location. If you have any questions regarding this recommendation or about these legal requirements, please let me know.



Town of Arlington, Massachusetts

Articles for Review:

Summary:

Article 18: Bylaw Amendment/Expanding Equal Protection
Article 19: Bylaw Amendment/Arlington Human Rights Commission Executive Director
Article 20: Bylaw Amendment/Arlington Human Rights Commission Chairpersons
Article 21: Bylaw Amendment/Arlington Commission on Arts and Culture Membership
Article 24: Bylaw Amendment/Camping on Public Property
Article 25: Bylaw/Demolition by Neglect of Historic Buildings
Article 26: Vote/E-Mail Accounts for Members of Public Bodies
Article 27: Vote/Lobbying by Public Officials
Article 28: Vote/Authorizing Community Choice Aggregation

ATTACHMENTS:

Type	File Name	Description
Reference Material	Final__Votes_and_Comments_for_Articles_18__19__20__24__25__26__27_and_28_(00017860)_(3).pdf	Town Council Votes and Comments 3.4.16



**Town of Arlington
Legal Department**

Douglas W. Heim
Town Counsel

50 Pleasant Street
Arlington, MA 02476
Phone: 781.316.3150
Fax: 781.316.3159
E-mail: dheim@town.arlington.ma.us
Website: www.arlingtonma.gov

MEMORANDUM

TO: Board of Selectmen

FROM: Douglas W. Heim

DATE: March 4, 2016

RE: **Votes and Comments for Articles: 18, 19, 20, 24, 25, 26, 27 and 28**

I write to provide the Board the following as draft Final Votes and Comments for your consideration at the March 7, 2016 Board of Selectmen meeting regarding the previously heard, above-referenced warrant articles.

ARTICLE 18 **BYLAW AMENDMENT/EXPANDING EQUAL
PROTECTION**

VOTED: *That Title II, Article 9, Sections 2 and 5 be and are hereby amended by striking the word “gender” and replacing it with “sex, gender identity or expression” in relevant parts so as to read as follows:*

ARTICLE 9: HUMAN RIGHTS COMMISSION

Section 2. Policy of the Town of Arlington

- C. *It is the intention of this Bylaw that all persons be treated fairly and equally. The purpose of this Bylaw is to bring about the elimination of prejudice, intolerance, bigotry, unlawful discrimination, threats, coercion or intimidation based upon an individual's race, color, religious views, national origin, ~~gender~~ sex, gender identity or expression, citizenship, age, ancestry, family/marital status, sexual orientation, disability, source of income, or military status, and the disorder occasioned thereby. Nothing in this Bylaw shall be construed as supporting or advocating any particular religious or political view or lifestyle.*
- D. *It shall be considered an unlawful practice under this Bylaw for any person to deny, interfere with, threaten or subject an individual to coercion or intimidation concerning equal access to and/or discrimination in employment, housing, education, recreation, services, public accommodation and public area where such denial, interference, threats, coercion, intimidation or unlawful discrimination against a person is based upon race, color, religious views, national origin, ~~gender~~ sex, gender identity or expression, citizenship, age, ancestry, family/marital status, sexual orientation, disability, source of income, or military status.*

Section 5. Functions, Powers & Duties of the Commission

- A. *To initiate activities designed to educate and inform the Town about the effects of prejudice, intolerance, and bigotry through the following actions:*
1. *To hold public hearings and public forums, make studies and surveys and to issue such publications and such results of investigations and research as, in its judgment, will tend to promote good will and minimize or eliminate discrimination because of race, color, religious views, national origin, ~~gender~~ sex, gender identity or expression, citizenship, age, ancestry, family/marital status, sexual orientation, disability, source of income, or military status.*

(5-0)

COMMENT: This article proposes to expand the set of protected classes presently set forth in the Town's Human Rights bylaw to include transgender and gender non-conforming persons. It is the Board of Selectmen's understanding that the Commonwealth is moving slowly towards expanding its own definitions to provide for equal protection of transgender and gender non-conforming persons in state law, but the Arlington Human Rights Commission ("AHRC") believes it valuable and important to take this proactive measure now. The Selectmen agree and respectfully recommend favorable action to Town Meeting.

ARTICLE 19

**BYLAW AMENDMENT/ARLINGTON HUMAN RIGHTS
COMMISSION EXECUTIVE DIRECTOR**

VOTED: *That Title II, Article 9, Sections 3 be and is hereby amended by striking the word “shall” and replacing it with “may” in the second paragraph of subsection B.1 and adding the words “with consultation by the Commission” at the end of the second paragraph of same so as to read in relevant parts as follows:*

ARTICLE 9: HUMAN RIGHTS COMMISSION

B. Appointment & Terms of Office of Commission Members

- 1. The Commission shall consist of thirteen (13) members, five of whom will be appointed by the school committee, four by the Town Manager subject to the approval of the Board of Selectmen and four by the Town Moderator. The term of office shall be for three years except two of the initial appointments of the school committee shall be for a term of one year, one of the initial appointments of the Manager and Moderator respectively shall be for one year, two of the initial appointments of the School Committee shall be for two years, one of the appointments of the Manager and Moderator respectively shall be for two years.***

The members shall be sworn to the faithful performance of their duties, and shall serve until their successors are appointed and sworn. There ~~shall~~ may be an Executive Director if determined necessary by the Commission, whom shall be appointed by the Town Manager with consultation by the Commission.

- D. Executive Director. Before appointing an Executive Director, the Town Manager shall obtain the approval of the Board of Selectmen and consider the recommendation of the Commission. The Executive Director shall be an employee of the Town and report to the Town Manager. The prospective Executive Director shall have demonstrable experience in human and civil rights, as well as proven ability to work cooperatively in a diverse community.***

(5-0)

COMMENT: The Board of Selectmen supports the AHRC’s request to amend its authorizing bylaw to make the appointment of an AHRC Executive Director discretionary rather than mandatory, trusting both that the AHRC and the Town Manager are best equipped to understand the Commission’s operational needs. The Board of Selectmen wishes to remain involved in the confirmation of an Executive Director to the extent the Commission and the Town Manager believe such position necessary to staff, and continue to support the AHRC’s work and mission. As such, the Selectmen urge Town Meeting’s positive action on the recommended vote.

ARTICLE 20

BYLAW AMENDMENT/ARLINGTON HUMAN RIGHTS
COMMISSION CHAIRPERSONS

VOTED, that Title II, Article 9, Section 3.E.1 be and is hereby amended by adding the words “or two Co-Chairpersons” to the first sentence of the first paragraph and “Co-Chairpersons” to the second paragraph so to read as follows:

E. Officers, Quorum, and Adoption of Rules and Regulations

- 1. The Commission shall elect a Chairperson or two Co-Chairpersons from among its members at the first meeting each year. The Commission shall endeavor to rotate the election of a Chairperson each year thereafter.*

The Chairperson or Co-Chairpersons shall preside over the meetings of the Commission.

(5-0)

COMMENT: The Board of Selectmen also supports the AHRC’s request to amend its authorizing bylaw to allow for “Co-Chairpersons” to better and more efficiently balance the workload of the Commission. Selectmen Curro has served on the AHRC and attested to the heavy burden a single chair can face. Therefore, we urge Town Meeting’s favorable support for the bylaw amendment.

ARTICLE 24

BYLAW AMENDMENT/ CAMPING PROHIBITED ON PUBLIC PROPERTY

VOTED: *That Title IV of the Town Bylaws (“Public Areas”) be and hereby is amended by inserting a new article to provide for the prohibition of camping on all public property in the Town of Arlington as follows:*

Article 6: CAMPING PROHIBITED ON PUBLIC PROPERTY

Section 1. DEFINITIONS

For the purpose of this section “camping” is defined as:

- (a) Sleeping or otherwise being in a temporary shelter out-of-doors (i.e. tent sleeping bag) overnight; or*
- (b) Sleeping out-of-doors atop and or covered by material (i.e. bedroll, cardboard, newspaper) overnight; or*
- (c) Igniting and maintaining an open air fire as defined and prohibited by M.G.L. c. 48 sec. 13, unless permitted by the Arlington Fire Department under c. 48 sec. 13.*

Section 2. CAMPING IS PROHIBITED

Camping is prohibited on all public property, except as may be authorized by the appropriate governmental authority.

Section 3. SIGNS AND DIRECTION OF TOWN PERSONNEL

No person shall refuse or neglect to obey any rule, posted by sign concerning the use of any area identified as public property; nor shall they refuse or neglect to obey any reasonable direction of a police officer or a person charged with maintenance and care of such an area.

Section 4. ENFORCEMENT AND PENALTY

Subsection 1

Persons in violation of this bylaw shall:

- (a) first be provided written notice advising of the prohibition of camping in areas identified as public land;*

(b) advised of alternative shelter locations as appropriate;

(c) advised of date by which to vacate; and

(d) subject to further reasonable penalties, including fines for damage to any public area caused by camping activities.

Subsection 2.

If after the written notice date to vacate passes, prohibited camping activity continues as described herein, a citation shall be issued, advising of a “final date to vacate” or be subject to arrest and seizure of all camping equipment and material.

Section 5. PURPOSE AND SEVERABILITY CLAUSE

The purpose of this section is to preserve and promote the peace, good order, safety, health, convenience, and general welfare of the Town. If any provision of this bylaw is declared unconstitutional or illegal by final judgment, order or decree of the Supreme Judicial Court of the Commonwealth, the validity of the remaining provisions of this bylaw shall not be affected thereby.

(5-0)

COMMENT: This article aims to address a series of concerns regarding the use of public lands, including parks and open spaces as campsites without permits. Chief among those concerns are the preservation of Town parks, public safety, and the sanitation issues that accompany prolonged use of public spaces lacking bathrooms and other infrastructure. The proposed bylaw will not preclude camping under any circumstances, but rather will require advance permitting and compliance with rules for groups or individuals seeking to camp in Arlington parks or other open spaces. Also, the bylaw does not prohibit grilling outside in manner consistent with existing Arlington fire regulations.

Further, the proposed bylaw will establish uniform process and expectations for persons violating a general prohibition on camping in a manner that affords notice and opportunity to de-camp without fines or other penalties. Moreover, the bylaw requires any person illegally camping to be advised of alternate shelter locations. These components are essential to ensuring that the Town appropriately respects and assists homeless persons found camping in Arlington.

It is this Board’s long understanding that the Police Department and Health Department routinely and thoroughly engage the homeless in Arlington, and provide information, resources and options for services and shelter. As such, while the Board acknowledges and has considered concerns about “criminalizing homelessness” expressed by residents at hearing, we are confident

that this is a tool that on its face is appropriate and progressive in its implementation, and in practice, will be judiciously paired with outreach and homeless resources by Town departments.

(5-0)

ARTICLE 25 BYLAW/DEMOLITION BY NEGLECT OF HISTORIC BUILDINGS

VOTED: That no action be taken under Article 25.

(5-0)

COMMENT: This article was withdrawn by its proponent. Accordingly the Board recommends no action.

ARTICLE 26 VOTE/EMAIL ACCOUNTS FOR MEMBERS OF PUBLIC BODIES

VOTED: That no action be taken under Article 26.

(5-0)

COMMENT: This article, inserted by citizen petition of Mr. Christopher Loreti, seeks to provide yet to be determined appointed and elected Town members of boards, commissions, and committees town e-mail accounts; and further to require such members use those e-mail accounts rather than personal e-mail addresses whenever conducting Town-related business by e-mail. At present, the Town's Information Technology Department makes e-mail accounts available to elected and appointed officials as deemed appropriate and necessary. However, members of Town bodies, many of whom are volunteers are not required to use them.

In the Board of Selectmen's view, there are some merits to standardizing Town-related e-mail accounts, but expanding the availability of such accounts can be addressed without a Town bylaw. More importantly, as a community that relies heavily upon its volunteers, requiring such members to parse out any Town-related business into a Town e-mail address account and then maintain multiple e-mail accounts is onerous and potentially discouraging. In that vein, as elected officials, members of the Board have been using their personal e-mail accounts to maintain accessibility with the community prior to and during their terms in office. For many Board members, their personal e-mail address has been provided as a contact to residents, groups, and other officials for many years. Mandating that they only respond to emails to a

Town account, or that Selectmen manage multiple accounts to forward to and reply with only Town e-mail accounts is simply impractical.

Hence, while the Selectmen and the Town Manager share interest in exploring to the extent Town e-mail accounts should be made more available to Town boards, committees, or commissions, the Board of Selectmen respectfully urges that no action be taken under this article.

ARTICLE 27

VOTE/LOBBYING BY PUBLIC OFFICIALS

VOTED: **That no action be taken under Article 27.**

(5-0)

COMMENT: This article, inserted by the citizen petition of Mr. Christopher Loreti, seeks to prohibit Town officials, elected and appointed, from advocating policy positions (including taking a position on ballot questions or state legislation) without first holding a public meeting and vote to authorize them to do so, which the proponent terms “secret lobbying.” Without a draft motion or bylaw to consider, it is difficult for the Board of Selectmen to precisely examine the parameters of the proposal. However, as the Selectmen understand it, the Board has so many serious concerns about the legality, feasibility, and intent of this proposal that we strongly urge no action by Town Meeting.

Foremost, the balance of the Board simply disagrees with the proponent’s characterization of “lobbying” and “secret lobbying.” As an elected official, it is a Selectmen’s duty to advocate for what we believe is in the best interests of the Town. At times individual members of the Board express their views to local or Commonwealth policymakers. Whenever they do so, they take great care to make it clear that their opinion does represent the entire Board. As political speech by elected officials, prohibiting Selectmen from stating such personal positions relative to the Commonwealth or anyone else offends the principles of the First Amendment.

Moreover, such regulation of elected officials’ speech is wholly unnecessary. A series of state laws already govern ethics (c. 268A) and lobbying (c. 3 §§ 39-50), which protect the public from illicit conduct or influence by officials. To the extent that this proposal aims to address legal conduct, which appears to be the case, the public’s recourse relative to elected Town officials who take unsatisfactory positions on ballot questions, legislation, or anything else is at the ballot.

Finally, the proponent’s objection to the membership of Town officials in the Massachusetts Municipal Association (“MMA”) as symptomatic of “secret lobbying” further illustrates to this Board the fallacies of this article. The MMA is a non-partisan, non-profit

association of municipal officials from the vast majority of Massachusetts cities and towns. It provides many resources to officials unrelated to advocacy. To the extent it does engage in advocacy, it leverages the shared perspectives of municipalities all over the State to positive effect. The MMA's activities are hardly clandestine, but more importantly, on balance, the benefits to such an association are obvious.

Hence, this article's proposal is at best unnecessary, and at worst, will be used to excoriate Town officials who legitimately express their opinions on matters of public policy. Therefore, the Board of Selectmen strongly recommends no action under this article.

ARTICLE 28

VOTE/AUTHORIZING COMMUNITY CHOICE AGGREGATION

VOTED: *Pursuant to M.G.L. c. 164 sec. 134, Town Meeting hereby authorizes the appropriate Town officials and departments to commence the process of developing a Community Choice Electrical Aggregation Program, and to research, develop and participate in a contract, or contracts to aggregate the electricity load of the residents and businesses in the Town of Arlington and for other related services, independently, or in joint action with other municipalities, and authorize the Town Manager to execute all documents necessary accomplish the same.*

COMMENT: Article 28 seeks Town Meeting's required authorization to enter into a Community Choice Electrical Aggregation (CCA) agreement with an energy broker on behalf of the Town of Arlington to provide electricity services for Town residents and business owners. An authorized CCA would provide Town residents a new option in a market otherwise sorely lacking in choices for consumers. Hence, if a CCA is completely adopted, residents and business owners could choose to continue to use Eversource as their electricity supplier (or their current alternative energy supplier) or use the new Town-selected provider.

Applied to Arlington, the Board anticipates that a CCA would offer solid prospects of lower energy prices simultaneously derived from more environmentally friendly energy sources. It is the Board's understanding that while the vote of Town Meeting should not set the parameters of the ultimate CCA contract, in addition to market choice and competitive pricing, a cornerstone of the rationale to authorize a CCA is providing a path for Arlington's power supply to be derived from more sustainable, cleaner energy sources.

That said, the vote of Town Meeting to authorize a CCA is simply the first step. Town residents and other stakeholders will have many opportunities to comment upon and shape a plan before electricity consumers have to make a choice to opt-out. While there are modest variations, the complete process is generally as follows:

1. Vote to Authorize CCA at Town Meeting.
2. Issue a Request for Proposals for an Aggregator.¹
3. Develop a CCA Plan with Aggregator in Consultation with the Department of Energy Resources.
4. Review of the CCA Plan by Town Manager, Board of Selectmen and Consumers.
5. Vote on the CCA Plan by Board of Selectmen for submittal to DPU.
6. Submit the Plan for DPU Approval
7. DPU conducts a Hearing
8. Issue the RFP for Competitive Suppliers
9. Selection of Competitive Supplier by Town Manager
10. Notification of Enrollment for Eligible Consumers.
11. Opt-Out Period (30 days prior to first service date).
12. Transfer of Participating Consumers to the Selected Competitive Suppliers

In sum, especially given the significant additional process afforded before a CCA would be in place The Board recommends the authorization of Town Meeting to enter into a CCA.

¹ Here, Arlington proposes to use a Metropolitan Area Planning Council RFP to use “Good Energy” as a broker.



Town of Arlington, Massachusetts

Heavy Commercial Vehicle Exclusion Not Warranted

Summary:

Paul Stedman, District Highway Director, MassDOT

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Mass_DOT_CR.pdf	Letter from Paul Stedman, MassDOT



Charles D. Baker, Governor
Karyn E. Polito, Lieutenant Governor
Stephanie Pollack, Secretary & CEO
Thomas J. Tinlin, Administrator

RECEIVED
SELECTMEN'S OFFICE
ARLINGTON MA. 02174
FEB 19 11 22 AM 16



February 11, 2016

Traffic – Arlington

Kevin F. Greeley, Chair
Arlington Board of Selectmen
Town of Arlington
730 Massachusetts Avenue
Arlington, MA 02476

Dear Mr. Greeley:

This letter is in response to your correspondence dated November 17, 2015 requesting a Heavy Commercial Vehicle Exclusion (HCVE) on Jason Street in Arlington. Unfortunately your request cannot be accommodated as it has been determined that due to the low volume of heavy vehicles an HCVE is not warranted at this location.

The District Traffic Operations and Boston Traffic Operations Sections have reviewed the request and associated study and determined the truck volume to be approximately 1.93 percent of the total street volume. This percentage does not account for busses which were originally included in the study's heavy vehicle volume estimate. This volume is well below the minimum for 5 percent truck volume to warrant a HCVE.

Should you have further questions regarding this matter feel free to contact the District Traffic Operations Engineer, John Gregg at 781-641-8485.

Sincerely,

Paul D. Stedman
District Highway Director

ST/st

cc: file



Town of Arlington, Massachusetts

NEW BUSINESS



Town of Arlington, Massachusetts

EXECUTIVE SESSION



Town of Arlington, Massachusetts

Next Scheduled Meeting of BoS March 21, 2016